

Clarborough & Welham Parish Council

Minutes of the Parish Council Meeting held 28th October 2013 at 7.00pm
in the Clarborough Village Hall, Clarborough

56/13 Present: Cllr Grice (Vice-Chairman) Cllr B Codling, Cllr A Codling, Cllr Collins,
Cllr Grice, Cllr B Robinson and Cllr F Robinson

Others Present: W Davies (Clerk) District Councillor K Sutton, PCSO Airey and members of
the public

57/13 To receive apologies for absence

Apologies received and approved from Cllr Gibson

58/13 To received and record Declaration of Interest from Members in any item to be discussed

Declaration received from Cllr Baines for agenda items 10.3 as member of the W.I
Committee and item 8 for any discussion on the Tiln Farm application.

59/13 To approve Minutes of the meeting held on Monday 16th September 2013

(It was noted that Cllr Codling's name had been mis-spelt)

Cllr C Codling proposed and Cllr A Codling seconded that the minutes of the meeting held
16th September 2013, having been circulated, be accepted as a true and correct record. The
Minutes were duly signed by the Vice-Chairman.

60/13 To receive any updates from the minutes of the meetings held 16th September 2013

Min no. 52/13 – Cllr B Robinson gave an update on the restoration of the Clarborough WW1
Memorial renovation project. Members of the Restoration Department have visited the
church to examine the panels with a view to their restoration; the Southwell Disoese has
suggested the inclusion of the Regiment names on the marble slab but it was thought that
this may be the slab much larger. The church is also in the process of researching to see if
any names should be included on the panel which were not included at the time it was
originally erected; a suggestion was made to include a smaller panel for any new names for
Clarborough and Welham.

Min Nos. 39/13 & 44/13 – The Clerk read out a list of actions on the highways and rights of
ways issues from the last meeting.

61/13 Public Session

The Chairman adjourned the meeting at this point to allow the public session to take place.

Matters arising from the public session:

- District Councillor K Sutton asked if the Parish Council would allow her to use some
archive books; the first minuted book and the 1777 Enclosure book to be able to
write a local history book. All Members were in favour of Cllr Sutton using the
archives to write the book.
- Councillor Sutton then asked if the Parish Council would allow her to apply for
Heritage Lottery grant in the name of the Parish Council, there were no objections

- The Editor of the parish magazine suggested making a serial of the book to put in the parish magazine

The Chairman re-adjourned the Council meeting.

62/13 To report/update any Highways/rights of way issues

- BT manhole cover still hasn't been replaced properly on Big Lane
- Overgrown tree on Main Street
- Rain isn't going down the drains
- Damaged bus shelter – Clerk already reported
- Faulty interactive sign on Smeath Lane – Clerk already reported

63/13 To receive reports on Play Areas and update of the installation of the Jakoustic fencing at the skate park

Cllr A Codling reported that 3 quotations have been received for the jakoustic fencing at the skate park; the contract has been given to Jacksons to install a 3.5m high 24m length of fencing at a cost of £6996.40 plus vat. The Council has an amount in the reserve of £540.00 from N.C.C to put towards this cost. The work is to start in the middle of November.

Cllr B Codling reported on the play areas – the B.D.C Parks Department are now making regular visits to the skate park to collect any rubbish. N.C.C have been to repair the skate park ramp.

There has been a small amount of dog fouling and Cllr Codling has wired up the gate where the ditch is. Apart from a small amount of rubbish the play area and sports field is okay.

64/13 To receive any reports of meetings

Cllr Codling gave a report on behalf of the Village Hall Committee.

65/13 To consider Planning applications, note any correspondence and decision notices

Application No: 13/01010/LBA
Location: Whitsunday Pie Lock, Welham Road, Welham
Proposal: Carry out works to strengthen the bridge, minor brickwork and pointing repairs and remove parapet extension, stone wall and replace with timber rail fence

Application No: 13/01130/FUL
Location: Shop and flat at Kings Arms, Main Street, Clarborough
Proposal: Installation of external staircase and external alterations

Application No: 13/01127/LBA
Location: The Old Vicarage, Church Lane, Clarborough
Proposal: Remove existing cement render and tyrolean coating and replace with lime based breathable render

The Parish Councillors considered that above applications; Cllr B Codling proposed and Cllr Collins seconded not to make any objections which was resolved by the rest of the Members.

Decision Notices Received

Application: 13/00509/FUL
Location: Land adjacent to Wayside, Big Lane, Clarborough
Proposal: Erect dormer bungalow (plot 3)
Decision: Refuse planning permission

Planning Correspondence

Cllr Grice commented on an application to remove the hedge back on Smeath Lane in preparation for an application to construct a solar field at Tiln Farm.

66/13 To receive any Neighbourhood Plan updates and approve new bank account for the funding grant

The Clerk has contacted the Community Development Foundation querying the requirement for a separate bank account for the Neighbourhood Plan funding; they are happy for the funding to be put into the Parish Council's bank account so long as it is shown separately in the account. Therefore a new bank account is not required.

A Member of the steering group was present to give an update on the Neighbourhood Plan. A meeting with the Locality Support person is to take place during the week. The group will be discussing the next step of consulting with various local groups and explaining what the Neighbourhood Plan is all about; members will be present to speak with residents at the Christmas Tree lighting event.

67/13 Finance

67.1 To approve payments for the Christmas event

It was resolved to approve £60.00 payment to purchase items for the Christmas event via Cllr A Codling.

67.2 To approve grant application for the Church of St John the Baptist

It was resolved to approve a donation of £500 to the Church of St John the Baptist.

67.3 To approve grant application for the Clarborough & District W.I for the Christmas Senior Citizen's Parish tea

It was resolved to approve £500 donation to the Clarborough and District W.I for the Christmas Senior Citizen's Parish tea.

Cllr F Robinson proposed and Cllr B Codling seconded to approve the above donations which was then resolved as above.

67.4 To approve payments as listed and receive financial update

- a) P Gibson – Christmas tree lights £112.32 (1675)
- b) Holmes Groundcare Maintenance – Oct grass cuts £175.56 (1676)

- c) Grant Thornton UK LLP – External audit £120.00 (1677)
- d) Malcolm Lane & Son Ltd – Welham sign repairs £300.00 (1678)
- e) W Davies Sept & Oct wage & expenses £349.07 (1679)
- f) Clarborough & District W.I – Senior Citizens Parish tea donation £500.00 (1680)
- g) Mrs Codling – expense for the Christmas event £60.00 (1681)
- h) The Church of St John the Baptist – donation £500 (1682)

The financial report as at 30th September has been circulated and copy of the bank statements were available for the Councillors to view.

The Clerk reported that the External Auditor's certificate and opinion 2012/13 has now been received and read out the auditor's report.

“On the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”

The Clerk mentioned that the original External Audit document has been sent to the wrong address and the council has now received a copy via email 14th October, the Notice of Conclusion of Audit has been put on the notice board.

At this point PCSO Airey gave his crime report for September which the Councillors then thanked him for.

68/13 To receive any information for future agenda items

Cllr Baines has collected a wreath for Remembrance Sunday; it was agreed to ask the Chairman if he could attend the service on behalf of the Parish Council.

Cllr Grice read out information on the B.D.C's consultation on the Council Tax Scheme for 2014/15; it was agreed to reply that the Parish Council accepts B.D.C's proposal.

Agenda items for the next meeting:

- The 2014/15 budget
- The Clerk's 6 months review

The Council noted other items of information which will be available to view in the office.

69/13 Time and date of next Parish Council meeting

The next Parish Council meeting will take place Monday 2nd December 2013 at 7pm in the Clarborough Village Hall, Main Street, Clarborough.

The Vice-Chairman closed the meeting at 8.35pm.