

# SUTTON-CUM-LOUND PARISH COUNCIL

## **Minutes of a Meeting of the Council held in the Village Hall on Wednesday 9th February, 2011**

**Present:** Councillor M. Rees, Chairman. Councillors Beare, Close, Cody, Foster and Gough.

County/District Councillor Yates joined the meeting at agenda item 15 (2011/12 Budget)

### **1 ACTING CLERK TO THE COUNCIL/RESPONSIBLE FINANCIAL OFFICER**

Councillor Rees welcomed Mr. D. Wright to the meeting. Mr. Wright had kindly offered to serve in the above capacity until a permanent appointment was made.

### **2 APOLOGIES**

Councillor Yates had informed the Acting Clerk prior to the meeting that she intended to attend the meeting if possible, following a meeting of the District Council Licensing Committee of which she was Chairman.

### **3 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **4 MINUTES OF A MEETING OF THE COUNCIL**

The Minutes of a meeting of the Council, held on 12<sup>th</sup> January, 2011 were approved as a correct record, subject to a clerical amendment at Minute No. 12 (Finance).

### **5 MATTERS ARISING**

There were no matters arising from the Minutes.

### **6 PUBLIC DISCUSSION**

No matters were raised by the public present.

**7            ACCOUNTS**

Resolved:     That the February Accounts, totaling £1,350.50, be approved for payment.

**8            BANK RECONCILIATION**

Members received the bank reconciliation statement to 31<sup>st</sup> December, 2010, which showed a balance of £22,157.48.

**9            BUDGET MONITORING**

The Acting Clerk submitted the February budget monitoring statement.

**10          SAFER NEIGHBOURHOODS GROUP**

Councillor Rees reported that he had been unable to attend the latest meeting of the Group. In the circumstances, Mr. F. Bradley (present as a member of the public) kindly reported on the meeting, which focused almost entirely on parking problems.

The new parking enforcement arrangements were explained by the Police at the meeting, when concerns were expressed by attendees at the apparent inability of the Police to take action regarding parking offences such as parking too near a junction and blocking pavements.

Mr. Bradley was thanked for his report, and the Acting Clerk undertook to obtain further information about the new parking enforcement arrangements.

**11          NEIGHBOURHOOD WATCH)**

Councillor Rees referred to the minutes of a meeting of the Sutton-cum-Lound Neighbourhood Watch Association held on 25<sup>th</sup> January, 2011. The main points discussed at the meeting were:

- Clarification of the subject of peddlers' certificates and hawkers' licences
- Ringmaster messages
- Publications
- Police and Crime Report
- A planned Beat Surgery at the Village Hall

**12          RISK REVIEW**

- (a)     The Acting Clerk confirmed that highway defects had been reported to the County Council following a report by Councillor Beare. A brief discussion followed about financial cuts to the highways service which would result in only works of a critical nature being attended to.

- (b) The Acting Clerk would pursue with the County Council the Parish Council's wish to see the lorry weight limit in the village reduced to 7.5 tonnes.

**13 REQUEST FOR FINANCIAL ASSISTANCE**

Letter was submitted from Bassetlaw Mind, requesting financial assistance.

Resolved: That no action be taken.

**14 CENTRAL NETWORKS EAST PLC – POWER CUTS**

Letter was submitted from Central Networks East PLC, enclosing a pack containing examples of useful items for householders to have available in the event of power cuts.

It was agreed at Councillor Close's suggestion, that the pack be made available to the Village Hall and be retained there for its support in the event of power cuts.

**15 AGENCY GRASS CUTTING 2011**

The Acting Clerk reported that the County Council would only provide funding for four cuts in 2011 - two less than previous years.

It remained the intention of the Parish Council to continue to maintain the same standard of service in the Parish despite the decreased support from the County Council.

**16 BUDGET 2011-12**

Pursuant to Minute No. 12 of January, 2011, the Acting Clerk furnished Members with a set of draft Budget proposals.

Reference was made to the healthy state of the Parish Council's finances, due to sound budgeting for 2010/11, which had provided for funding actions resulting from the Parish Plan, for the enhancement of the whole Parish. The bank balance contained earmarked reserves totaling £8,457.24, much of which would be spent during the next financial year, as previously described.

It was also noted that the Government's deficit reduction programme would have an adverse impact on the Parish Council's finances.

Councillors Beare and Close referred to the pressing need for a new Village Hall heating system. The Acting Clerk suggested that any request for financial assistance should be made formally by the Village Hall Committee. Councillor Close said that she would pursue the matter.

A discussion took place about the possibility of presenting each child at the Primary School with a commemorative souvenir, to mark either the forthcoming Royal Wedding or the Queen's Diamond Jubilee in 2012. Members agreed to consider the latter possibility when the 2012/13 Budget came under consideration.

Resolved:

- (a) That the Budget be approved in accordance with the statement to be circulated.
- (b) That the precept be set at £11,210.

## **17 PARISH PLAN IMPLEMENTATION**

Councillor Rees reported on the need to begin project prioritisation of the aims and objectives set out in the Parish Plan.

During the ensuing discussion it was made clear that the relevant earmarked reserve was available for any village project supported by the Parish Council, in partnership with the Parish Plan Steering Group, subject to the proviso that the Parish Council had statutory authority to expend money on any particular project.

Resolved: That, Mr. Brian Seddons, Chairman of the Parish Plan Steering Group, be invited to attend the next meeting of the Parish Council, to present details of the Parish Plan priorities, and to undertake collaborative discussions with the Parish Council about implementing these actions.

## **18 MEMORIAL CHRISTMAS TREE AND PLAQUE**

Councillor Rees gave an update, and the Acting Clerk read out a letter from Mrs. P. Roberts, in which she responded to the Parish Council's letter to her referred to at Minute No. 9 of January, 2011.

Resolved:

- (a) That authority be given for expenditure of a maximum of £400 on purchase and planting of the Christmas Tree.
- (b) That a report regarding the plaque be submitted to a future meeting.

## **19 BASSETLAW SPRING CLEAN/BIG TIDY UP 2011**

Letter was submitted from the District Council, inviting the Parish Council to participate in the above.

Although public participation had been low in previous years, Members considered that it would be appropriate to take part, hopefully with the provision of refreshments afterwards.

Resolved: That a spring clean take place on Saturday 14<sup>th</sup> May, 2011, between 10 a.m. and 12 noon, and the event be publicised in By The Way, and Retford Times (village article).

**20 BASSETLAW DISTRICT COUNCIL FINAL STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT (SLHAA)**

Councillor Rees submitted a report regarding the questionnaire exercise currently being conducted by the District Council. He explained that residents and parish councils of 20 parishes were being consulted about the requirement for around 500 new dwellings over the next 15 years.

Councillor Rees had already written to the District Council, stressing that the recently-published Parish Plan contained firm evidence (based on extensive public consultation) to the effect that there should be no further development in the village within the foreseeable future.

Resolved:

- (a) That the Acting Clerk write formally to the District Council along the lines referred to by Councillor Rees.
- (b) That an item be included in By The Way, drawing the attention of residents to the findings of the Parish Plan, and encouraging them to respond to the questionnaire exercise.

**21 THE PARISH'S COUNCIL'S ADMINISTRATION**

The Acting Clerk submitted a report regarding the above.

Resolved: That the Acting Clerk submitted a detailed, written report to the next meeting on the various aspects of the Parish Council's administration referred to.

**22 ALLOTMENT PROVISION**

(Councillor Rees allowed this and the following item to be discussed in view of the urgency of the matters concerned.)

Reference was made to Minute No. 8(b) of January, 2011, and Councillor Yates confirmed that she had been in touch with the Acting Clerk following a request by Councillor Rees, on behalf of the Parish Council, to pursue with the District Council the possibility of utilising an area of land at the rear of nos. 25, 27 and 31 Portland Place. The Principal Estates Officer, Rachel Baker, was to conduct a review of all the possibilities for the land and make an appropriate recommendation, which would include consideration of the use of the land for community allotments.

Councillor Rees reported that, at the suggestion of Councillor Yates, he had emailed Ms. Baker, but his email was undelivered. The Acting Clerk would now liaise with Councillor Rees in order to ensure that Ms. Baker was fully aware of the Parish Council's wishes.

Reference was also made to another possible site near Portland Place, which would be pursued, as referred to at the abovementioned minute.

**23 THE GOODWIN CHARITY TRUST**

Councillor Yates drew attention to the possibility of grant-aid by the above being made to groups and organisations for the benefit of people aged over 60. The deadline for applications was 25<sup>th</sup> February, 2011.

The Acting Clerk agreed to obtain further details and circulate them to Members.

**24 CORRESPONDENCE**

The following correspondence, arriving after the agenda was printed, was noted:

- Nottinghamshire County Council – Details of the consultation process regarding street lighting reductions
- Bassetlaw District Council – Minutes of the Parish Councils Liaison Group meeting held on 19<sup>th</sup> January, 2011, and details of the next meeting to be held on 30<sup>th</sup> March, 2011
- Bassetlaw District Council – Submission of Bassetlaw Core Strategy & Development Management Policies to the Secretary of State
- NHS Bassetlaw – Pre-consultation meeting as part of the Bassetlaw and Doncaster Clinical Services Review
- Nottinghamshire Association of Local Councils – Training Programme for the Certificate in Local Council Administration (CiLCA)

**25 PUBLICATIONS, INFORMATION, ETC.**

The following were submitted:

- Nottinghamshire Building Preservation Trust – Results of the Harry Johnson Award 2010
- RCAN – May Ball
- RCAN – Rural Voice magazine
- RCAN – The Playing Field magazine

- Office for National Statistics – Census information
- Various advertising material regarding hanging baskets, etc., play equipment and inspections

**26 PLANNING APPLICATIONS**

There were no planning applications.

**27 PLANNING DETERMINATIONS**

There were no planning determinations.

**28 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Resolved: That, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be excluded, and they are requested to withdraw.

Before leaving the meeting, Councillor Yates explained, for the benefit of the public present, that it was standard local government practice to exclude the press and public from meetings when sensitive business was under discussion.

**29 APPOINTMENT OF ACTING CLERK TO THE COUNCIL/RESPONSIBLE FINANCIAL OFFICER**

Resolved: That the appointment of Mr. D. Wright as Acting Clerk to the Council/Responsible Financial Officer be confirmed, in accordance with the terms and conditions now reported.

**30 APPOINTMENT OF A NEW CLERK TO THE COUNCIL/RESPONSIBLE FINANCIAL OFFICER**

During consideration of this item, Members discussed the question of the Parish Council applying for Quality Accreditation. It was agreed that this was a matter for future consideration.

Resolved:

- (a) That the position of Clerk to the Council/Responsible Financial Officer be advertised in the local press, etc.
- (b) That the salary be within the NALC/SLCC Conditions of Service Substantive benchmark range LC1, with provision for enhancement within the terms of the Conditions of Service.
- (c) That a Shortlisting Panel comprising Councillors Close, Gough and Rees be authorised to carry out shortlisting.

- (d) That an Appointment Panel comprising Councillors Close, Gough and Rees be authorised to make an appointment on such salary terms and conditions as they deemed appropriate, subject to (b) above.