

## Norton and Cuckney Parish Council

Minutes of Norton and Cuckney Parish Council meeting held on Wednesday the 12<sup>th</sup> of December 2018 at Norton & Cuckney Village Hall, Norton Lane, Cuckney, Mansfield NG20 9NQ. The meeting commenced at 7.30pm.

**Present:**  
Cllr D Alvey  
Cllr Lee Ann Morton  
Cllr M Smith  
Cllr G Smith  
Cllr S Brailsford

**Also present**  
Cllr K Dukes – BDC  
Rebecca Young – Clerk to the Council

446/18-19                   **Apologies for absence**  
Apologies for absence were received and accepted for the following:  
Cllr C Wain – Work commitments  
Cllr A Hall – Family commitments  
Cllr J Reynolds – Illness

447/18-19                   **Declarations of interests**  
No declarations of interest were received

448/18-19                   **Minutes**  
With an alteration to 434/18-19 to read ‘the application to be completed by Cllr G Smith, the Chair and the Clerk’, the minutes of the Parish meeting of the Norton and Cuckney Parish Council held on Wednesday the 14<sup>th</sup> November 2018 were adopted as a true and accurate record, as proposed by Cllr Morton and seconded by Cllr G Smith and were signed by the Chair.

449/18-19                   **Matters Arising**  
439/18-19 Cllr M Smith reported that he believed Rhubarb farm had already commenced works at the community garden. Members agreed that this was acceptable and that the remaining budget allowed to any costs.

Cllr Brailsford provided the cost of an advert for Rhubarb Farm to be paid for by NCPC as agreed. The cost of a ½ page colour advert would be 60.00 per annum. It was proposed by Cllr M Smith, seconded by Cllr Morton and agreed by all to accept the cost to the council for the advert.



**Public Forum**  
Cllr Alvey closed the meeting to allow for the public forum.  
No members of the public were present  
Cllr Dukes informed members of the following items:

The key item of local government organisation had been pulled by the leader of Notts CC who is now looking for better communication between district and county to save costs.

Following the robbery at Welbeck the security gate will be closed at 10pm. However, the entrance at Lady Margaret Hall will remain open.

There is still an issue with district sending planning applications to all relevant parishes and groups. It was agreed both Norton & Cuckney and Holbeck & Welbeck forward correspondence received to each other until a resolution is found at BDC.

With the closure of Lady Margaret Hall there is now no facility for a polling station. This will be relocated to the education room on Welbeck Estate.

The Bassetlaw plan will now move to the next stage which is public consultation. The next Bassetlaw Forum will showcase the plan.

Cllr Alvey thanked Cllr Dukes for his report and re-convened the meeting.

450/18-19

#### **Co-Option of Councillor**

Having only received one application had been received for the casual vacancy of Councillor, Mr Mark Churchill will be invited to co-opt as Parish Councillor. Paperwork to be completed by the Chair and Clerk.

451/18-19

#### **Review of Agenda Ordering**

Cllr M Smith advised that he believed the ordering of the agenda was suitable for the business of the Council. It was resolved that the order of the agenda remain the same and be reviewed again in 6 months.

452/18-19

#### **Staff Appraisals/Role Review**

The Clerk left the room and Cllr Morton took over the minute taking  
The Chair and Vice Chair conveyed the details discussed at the Clerks staff appraisal. Members agreed that the Clerks standard of work was good. The motion was moved by Cllr Morton and seconded by Cllr Brailsford to increase the salary to 11 (21 - old scale) to take effect from 1<sup>st</sup> April 2019. The Clerk returned to the meeting.

The Chair relayed the account of the street cleaners staff appraisal. It was agreed that the role had changed significantly given staff changes and the expectation to complete additional works beyond the original job description. In light of this it was proposed by Cllr M Smith and seconded by Cllr Morton to increase the salary to 8.50 per hour from 1<sup>st</sup> April 2019  
It was also agreed to change the payroll for all employees to 12 equal salary payments to be paid by standing order. Any overtime would be approved and paid additionally by the Council.

453/18-19

### Finance

#### a. Payments

Cllr M Smith proposed the meeting **approve** the following payments and Cllr Morton seconded. It was resolved to approve the following payments: Pre-approved payments made:

	Ref	<u>Payee</u>	<u>Item</u>	<u>Amount</u>
8 <sup>th</sup> December	56	Mr S Pemberton	Pay	£587.25
28 <sup>th</sup> December	58	R Young	Pay	£154.50

Further payments approved:

	Ref	<u>Payee</u>	<u>Item</u>	<u>Amount</u>
<u>14<sup>th</sup> November</u>	57	R Young	Travel	20.25
	59	D Alvey	Brush	19.95

To be made by BACS

#### b. Accounts and Reconciliation for December 2018

Council accepted the accounting data and reconciliation prepared by the RFO for December 2018.

#### c. Budgetary control and requirements for 2019/2020 precept

Members discussed the projected figures and likely changes to the budget for 2019/20 including the approved increase in salary payments and possibility of not receiving the lengthsman scheme. RFO to prepare correct figures for the meeting in January when precept amount will be set.

454/18-19

### Policies

#### a. Financial Regulations

Members resolved to adopt the new Financial Regulations for Norton & Cuckney Parish Council prepared and distributed by the Clerk.

#### b. Council Risk Assessment

Cllr Smith proposed to accept the risk assessment prepared and distributed by the Clerk, Cllr Morton seconded the proposal with all members in favour.

#### c. Data Protection

Members agreed the current data protection policy was sufficient and approved the policy.

455/18-19

### Traffic through High Hatfield

Members read the correspondence submitted by residents of High Hatfield in relation to speeding traffic and HGV's. It was agreed to forward the correspondence received by the Council from the highways department to the residents and to advise them of the reporting system to Welbeck Colliery. It was also agreed that the Clerk would continue correspondence with highways and Cllr Greaves to push for further investigations and a survey.

456/18-19

### Website

The Clerk advised members that she had spoke to Cllr Hall regarding the costs of a new website. Further details will be provided by Cllr Hall at the

next meeting. It was acknowledged that for budget purposes the figure required to setup the current website would be used.

457/18-19

**NCHW Monitoring Group**

Cllr Dukes advised that the group meeting had been postponed and would be rescheduled for the new year in consultation with the Clerk.

458/18-19

**CRSG**

Cllr G Smith submitted several queries with regards to the CRSG group. Cllr G Smith asked for clarity concerning the lease of the playground and the possible extension to include the allotment site. Members agreed that this was a sensible option considering the project and need for a lease for grant funding.

Cllr G Smith asked what position the Council felt it would take in the management of the new building. Members discussed the options for the management and the hope that it would coincide with the running of Lady Margret Hall.

The matter of matched grant funding with NOTTS CC was deferred to the meeting in January.

Cllr G Smith also reported that she had attended the Christmas Tree event, which was well attended and received 100.00 in donations towards her skydive.

459/18-19

**Planning Applications**

18/01529/HSE Single Storey side extension with detached garage and store at Cornerways, Worksop Road, Cuckney – No Objections

Change of name for Poulterside, Creswell Road, Cuckney to 'Riverside' – No Objections

460/18-19

**Correspondence**

The Clerk had sent notification to all members from Highways that the bus shelter on the A616 was to be removed. Council agreed that this action was welcomed.

The Clerk advised that the drainage problem reported to Notts CC had been resolved.

Cllr M Smith highlighted the legal topic of tree inspections sent from NALC. It was agreed that the Clerk would contact highways for clarification on the ownership and responsibility of the tree located at 10 Glovers Close.

461/18-19

**Highways and service faults**

Members agreed to remove this item from future agendas.

462/17-18

**Future Agenda Items**

It was resolved to place the following items on the agenda for the meeting in

- January:
- Invitation to Darren Riddout of Welbeck
  - Precept
  - CRSG Grant
  - Defibrillators

463/18-19

**Date/time/location of next Parish Council meeting**

Parish Council meeting: Wednesday 9<sup>th</sup> of January 2018, 7.30pm at Norton Cuckney Village Hall.

The meeting closed at 9.25pm

Signed: .....

Date: .....