

Newton Parish Council

Minutes of the meeting of the Newton Parish Council held on the 26th October, 2016, in the Car Colston Village Hall, Car Colston, Nottinghamshire

Present	Cllr Carlyle	
	Cllr Dobson	
	Cllr Forward	
	Cllr Goulder	
	Cllr Shoulder	
	Cllr Simms	Chairman of the Council
	Mr M Plumb	Acting Clerk (Locum)

Also Present County Cllr K Cutts
 Borough Cllr N Lawrence
 One Member of the Public
 Two prospective candidates for co-option as Parish Councillors

90/16 Apologies

Apologies for absence were received and accepted from Cllr Topping

91/16 Declarations of interest

No declarations of interest were made by attending Cllrs in respect of items listed on the agenda.

92/16 Public recess. Representations from Members of the Public

No matters were brought up or discussed under this item of business

93/16 Minutes

The minutes of the meeting of the Parish Council held on the 21st September, 2016 were adopted as a true and accurate record and were signed by the Chairman

94/16 Co-option of new Councillors onto the Parish Council

The Chairman reported that following the formal public notice publicising the two casual vacancies on the Parish Council, the following two members of the public had expressed an interest and willingness to be co-opted onto the Parish Council.

Sarah Shaw
James fisher

The Locum Clerk then verified that both Candidates satisfied all the legal requirements for becoming a Parish Councillor. After discussion, it was proposed and seconded that both Candidates be co-opted onto the Council, with immediate effect, after making and signing the formal declarations of acceptance of office. Both then made and signed their declarations of acceptance of office which were countersigned by the Locum Clerk of the Council.

The Chairman then welcomed both Sarah and James onto the Parish Council. They then took their seat on the Parish Council for the remaining items of business.

95/16 External reports

- Borough Cllr Lawrence gave a full report which included; the current situation following the traveller's departure from a site in the Parish: the work and problems associated with hedge maintenance: and the proposed changes in electoral wards. Cllr Lawrence then answered a question concerning the Greater Newton project (still under consideration).
- County Cllr K Cutts gave a full report which included: her continuing efforts to attend as many Local Council meetings as possible; the County wide pride in recent celebrations of the success of Nottinghamshire athletes in the Olympic Games; the County wide programme in recognising those who gave so much during the first World War (particularly during the Battle of the Somme); her attendance at Youth Awards programmes; and the County Council Network conference at Surrey, where much was learned. Appreciation was expressed for recent work carried out to control weeds. Finally Cllr Cutts responded to a question concerning work being done to alleviate the problem of homelessness.

The meeting then **noted** both reports and thanked both Councillors for their attendance at the meeting and their continuing interest in local matters.

96/16 H.R Committee

The meeting held a detailed discussion upon the purpose, arrangements and organisation of a Parish Council HR Committee, primarily to deal with the question of the appointment of a permanent Council Clerk. The Locum Clerk described the terms of reference used by other Local Councils during the process of appointing and then monitoring the performance of the new employee. He also mentioned the current shortage of experienced and qualified Clerks, and the options which a Council might consider in dealing with this aspect.

After a full discussion, it was resolved that an appointments Sub Committee, comprising of the Chairman, Vice Chairman and one other Councillor be established. Their current task to be, advertising arrangements for a new Council Clerk, dealing with applications, conducting interviews and the formulating of a recommendation of appointment, with terms and employment conditions, for consideration by the full Parish Council.

97/16 Romany site

As this matter had been dealt with during Borough Cllr Lawrence's report (minute no 95/16), no further discussions were held under this item of business.

98/16 Play Area

Cllr Shouler gave a full report upon the Working Party's activities since the September 2016 Council meeting. She confirmed that the public consultation had shown that "site B" was the "least contentious", preferred, location. Work now needs to be done on the following.

- Lee Sycamore to obtain a draft lease of the preferred location for the Parish Councils consideration.
- Funding arrangement to be clarified and confirmed.
- More detailed information upon re-surfacing costs, capital costs for play equipment, fencing etc. to be acquired.
- Dog walking aspects to be reviewed.

After discussion, the report and recommended next steps were noted and approved by the meeting.

99/16 Financial reports

After a full discussion, the meeting agreed the following

- Two payments (details to be added to the minutes) were approved.
- The Audit of Accounts for 2015/16, having been completed with an unqualified certification, is **noted**. (The required public notices to be displayed)
- Councillors appointed as authorised signatories to visit Nat West Bank to sign required mandate forms (with proof of identity)
- Two Councillors, who are already "authorised signatories" to request copies of all outstanding bank statements from Nat West, preferable at no charge.

100/16 Projects for 2017/18

The meeting discussed and recorded its provisional plans for projects during the forthcoming financial year. They included the following

- Parish Meeting Hall
- Children's play area
- Vehicular speed regulation signs
- Directional signs

101/16 Parish Hall. Update reports

The meeting received and considered an update upon the development plans. The report included the following

- The former RAF Guard House had been turned down as a Parish Hall
- Investigations now proceeding upon a possible lease arrangement for part of building no. 29, which already includes toilets, kitchen facilities and vehicle parking.

After discussion, the meeting agreed that investigations continue relating to building 29, likely estimates of renovation costs, and leasing arrangements, for further consideration by the Parish Council.

102/16 Grounds maintenance.

Cllr Foward reported that, at present, he had received only one official quotation for grass cutting, pruning and cleaning (litter). It was agreed that work continues in obtaining more quotations, for the same work as specified in the first quote, for consideration by the Parish Council.

103/16 Chairman's Announcements.

Cllr Simms reported that, since most of his items were featured in the meetings deliberations thus far, he had no further matters to bring up, under this item of business. Other items will be mentioned during the remaining items of business.

104/16 Correspondence.

The Chairman and Locum Clerk confirmed that no matters need to be reported under this item of business.

105/16 Future agenda items

- Tree preservation orders
- Precept for 2017/18
- Village Hall (on going item)
- Play area (on going item)
- Grounds maintenance (on going item)

106/16 Council Clerking Services.

The meeting considered administrative support during the continuing absence of a permanent Council Clerk. The Locum Clerk offered a number of options for the meetings

consideration. Firstly, it was agreed that the present “Locum” support would need to continue for the present.

The Vice Chairman, Cllr Carlyle reported that Euan Temple, a corporate lawyer had offered a “retainer” contract to the Parish Council, to act for the Council on an “as and when required” basis for legal matters of the Councils work. Any fees would only be payable should he be so requested to act in respect of specific tasks or projects. Reservations were expressed that such an arrangement might not be legal. The Locum Clerk however clarified that he could see no reason why the suggested arrangement should not be accepted, should the Council so decide, since Mr Temple would not be acting in the capacity of the appointed Council Clerk. After discussion, the offer from Mr Temple was put to the meeting. Votes cast were 4 for the proposal and 4 against. The Chairman therefore gave a casting vote in favour of the proposal, which was accordingly carried by the meeting.

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 2127hrs.

Signed.....
Chairman

Date.....