

SELSTON PARISH COUNCIL

Minutes of meeting of the Annual Council held on Tuesday 17th May 2016 at 7.00pm in the **Old Council Offices Selston.**

Present:

Cllr M Ashmore
Cllr M H Biggs
Cllr B Briggs
Cllr J Butler
Cllr C Chapman also ADC
Cllr A Hankin
Cllr D Hodgman
Cllr B Jackson
Cllr S Jackson
Cllr D Justice
Cllr C Lewis
Cllr M Lodge
Cllr D Martin also NCC
Chairman Cllr R Sears-Piccavey also ADC
Cllr P Pilgrim
Vice Chair Cllr C Quinn-Wilcox also ADC

Apologies:

Cllr S. Alvey - work
Cllr D Fido – illness
Cllr B G Turner – holiday
Cllr S Wilson also ADC – wife in hospital

1. **To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office**
Cllr Robert Sears-Piccavey was re-elected and duly signed his acceptance of office
2. **To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office**
Cllr Christine Quinn-Wilcox was elected and duly signed her acceptance of office

Before the commencement of the meeting the Chairman asked everyone to wish Cllr Margaret Ashmore a Happy 'Special' Birthday.

3. **To receive apologies for absence**
Apologies were noted and a letter of resignation from Jane Burns was read out.
The Clerk will advertise the vacancy.

R. Sears-Piccavey
28/06/16

It was noted that Cllr Fido had only attended one meeting throughout the year due to his illness. The Chairman explained the six month rule with regards to accepting apologies for absence and it was agreed that the Clerk should write to Cllr Fido and ask for his resignation. After discussion it was agreed to amend Standing Orders to state that councillors must attend 2 meetings in 10.

4. To receive declarations of interest from Councillors

Cllr M Ashmore – item 20 non pecuniary
Cllr D Hodgman – item 18 non pecuniary
Cllr J Butler – item 22 non pecuniary
Cllr C Chapman – item 18 v/2016/0271 non pecuniary
Cllr D Justice – item 21 non pecuniary
Cllr D Martin – item 22 non pecuniary
Cllr C Quinn-Wilcox – items 17, 22 & 23 non pecuniary
Cllr R Sears Piccavey – items 17, 19, 20 & 22 non pecuniary
Cllr B Jackson – item 20 non pecuniary
Cllr S Jackson – item 20 non pecuniary
Cllr M Lodge - item 19 non pecuniary

5. Members of the public are invited to address the council
No public were present

6. **It was noted that item 7 does not state that the whereabouts of the hedge to be cut is Selston Road Jacksdale then it was resolved to accept the minutes of the full council meeting held on Tuesday 26th April 2016 as a true record.**

7. To approve and adopt any alterations to the Standing Orders
It was agreed to add that attendance of meetings must be 2 in 10 and that members are allowed to speak more than once on a subject at the Chairman's discretion.

8. To approve and adopt any alterations to the Financial Regulations
The current financial regulations were accepted and approved

9. To confirm Selston Parish Council Members' Code of Conduct
The current Code of Conduct was accepted

10. To review Committee Structures and to appoint Councillors to serve on Committees and other bodies

The Chairman read out the current list of Committee members and it was agreed that they stay the same with the following amendments:

Remove Safer Neighbourhood Committee

Strategic Planning & Finance to include the County Councillor currently Cllr D Martin

Complaints panel to become Staff & Complaints Panel

Disciplinary to be incorporated in Staff & Complaints

Grievance Panel is Cllr D Hodgman, Cllr A Hankin and Cllr B Jackson

11. To set the Chairman's Allowance

It was agreed to set the allowance at £250 as in previous years.

It was suggested that the cost of a chain of office is investigated and informed at the next council meeting.

R. J. Sears Piccavey
28/06/16

12. To set an amount for s137 donations

s137 was set at £2000 to include the £500 for the Remembrance day parade

13. Business from previous meetings

Purchase of kitchen at Underwood Community Centre – the Clerk explained that the decision to purchase the kitchen had been made at the Strategic Planning & Finance Committee due to time constraints on special offers and to enable the kitchen to be fitted during October half term with least disruption to bookings.

The Chairman said that in the past the decision would have been made by the full council. The Clerk had sought advice from SLCC who said that there should be a term of reference for the finance committee, which clarifies whether the finance committee has delegated power, or not, to spend provided that it is within budget. After a lengthy discussion

It was agreed, that as the budgets for each centre are set by the full council, that the Finance Committee can appoint a quote provided that it is within the set budget.

It was also agreed that the Clerk is delegated to spend £1000 instead of £500.

Community Defibrillator- All were in favour of purchasing a Community Defibrillator for each centre from the relevant Capital Expenditure Budget. It was also agreed that the Clerk should write to BAFC and advise that if they raise 50% of the cost of a defibrillator that the Council will match fund.

Feedback from Finance meeting on 12th May 2016 – Cllr Lewis reported that the 3 year Strategy Plan was reviewed and new report would be issued shortly. The Internal Controls were agreed.

14. Correspondence as per list attached to Agenda

The Chairman read out an item of late correspondence from Fields in Trust inviting applications for the Centenary Fields Programme. It was agreed to nominate Town Green as it is the site of the war memorial.

The requests from Gordon Pearson to hold a fair on Woodnook 20th to 24th July and Jacksdale Recreation Ground 18th to 20th August were approved.

The pitch improvement report informs that a lot of work is required to create a football pitch to Football Association Standards.

15. County Council Update

Cllr David Martin is still pursuing the Highways officer who have agreed to put him in direct contact with the landowner.

Petition for a pavement from Larch Close to Sandhill's rd has been agreed.

Underwood Doctors surgery will remain open 1 day per week.

16. Finance

There were no questions raised on finance.

The Accounting & Governance statement on the Annual Return was approved and signed.

17. Recreation Grounds update

Greenwell – There will be a Party in the Park celebration on Friday 6th August 2016 12 till 4pm organised by Ashfield District Council. There will be a Rio Olympics theme.

Freizeland – Waiting for quotes to improve the drainage.

Jacksdale – A lot of equipment has been removed due to deterioration.

RSP
28/08/16

Clerk reported that the annual inspection report for all recreation grounds had been received and the Grounds Maintenance Team are working on the list of recommendations in order of priority. There is no high risk comments.

18. Planning Applications – There was no comments on the list attached to the Agenda.
19. Allotments – Manure is no longer being delivered to the Mansfield Road site. There is no one on the waiting list and there are two vacant plots on Nottingham Road which could be halved if necessary. All the plots on Mansfield rd are let.

20. Community Centres Update

It was agreed that the No Smoking policy throughout council buildings should include the use of e cigarettes in line with Ashfield District Council and Notts County Council policies.

Cllr B Jackson reported that all the wires to the CCTV cameras at Jacksdale are working and that cameras could be placed at the front and back eaves of the building. It was agreed that a quote would be obtained and the Chairman and Clerk were delegated to authorise getting the cameras installed.

Cllr B Jackson left the room at 9pm and returned at 9.05pm

21. Update on Neighbourhood Plan

Clerk advised that there will be a Steering Group meeting on 15th June 2016 at 10am and invited everyone to attend as Planning Consultant Helen Metcalfe will be presenting the final version of our Neighbourhood Plan. Stuart Wiltshire from ADC planning will also be attending. The Place Analysis and Design Statements are now available for councillors to view in the Parish Office.

22. Selston Festival

Cllr C Quinn-Wilcox is organising a festival on Woodnook Recreation Ground 24th July 2016 11am to 6pm. She has informed Carol Hallam at ADC and a safety plan is being put in place.

Cllr J Butler, Cllr Robert Sears-Piccavey Cllr A Hankin and Cllr D Martin are also on the team. **It was agreed that Selston Festival will be a Parish Council event.**

After a long discussion it was agreed that the allocation of any proceeds from the Festival will be discussed when the total is known.

23. Private Security

Due to the distressed residents at a previous Council meeting and the limitations of the police the Chairman advised that he has held a meeting with a Private Security Firm who work for Tiptree Parish Council. The possibilities were discussed at length and due to the cost implications it was agreed that the residents of the Parish should be consulted. Security will be on the June Agenda.

9.25pm It was agreed to suspend Standing Order 3v to extend the meeting for an extra 15 minutes.

24. Date of next meeting – Tuesday 28th June 2016 7pm at the Old Council Offices, Alfreton Rd, Selston, Notts, NG16 6DJ

Items of Confidentiality

The Chairman informed that there will be a review of all staff job roles.

RSP
28/06/16

Due to time restraints and complexity of the issue it was agreed that another item of confidentiality should be discussed at the next Council meeting.

Meeting closed at 9.40pm

RSL
28/06/16