

SELSTON PARISH COUNCIL

Clerk to the Council:

Ms Lisa Simpson

Tel. Ripley (01773) 812012

Email: selstoncouncil@lineone.net

The Parish Hall
Mansfield Road
Selston
Nottingham
NG16 6EE

Dear Councillor,

You are hereby summoned to attend the Meeting of Selston Parish Council at **Old Council Offices Alfreton Road, Selston NG16 6DJ** on Tuesday 29th November 2016 at 7.00pm.

Press and Public are invited to attend.

Items of Confidentiality to be discussed at end of Meeting. Members of the press, public and non-voting members will be asked to leave the Meeting. Public Bodies (Admission to Meetings) Act 1960.s.1

An agenda is set out below.

Yours faithfully



Parish Clerk
Selston Parish Council
23rd November 2016

AGENDA

1. **To receive apologies for absence**
2. **To receive declarations of interest from Councillors**
3. **Members of the public are invited to address the Council – 15 minutes is designated for public participation**
4. **To approve the minutes of the full council meeting held on Tuesday 25th October 2016**
5. **Review of Agenda item 7 from the Council meeting of 25th October 2016 which was to decide the future use of the Eleanor Adams Room.**

6. Update on the proposed referendum for extra security- including advice received from ADC on Parish polls.
7. Proposal to invite the Police Crime Commissioner to a full council meeting to discuss policing in the Rurals.
8. Correspondence received – see attached sheet
9. Request for help regarding car parking at Westwood School
10. County Council Update
11. Finance – see attached sheet
To approve Terms of Reference for Strategic Planning & Finance Committee
12. Notice of Conclusion of Audit for year ended 31 March 2016– to include matters not affecting the opinion of Grant Thornton Auditors but to be drawn to the attention of Selston Parish Council.
13. Recreation Ground update
To arrange meeting with Paul Crawford ADC Investments & Project Officer to discuss all Selston Parish Recreation Grounds.
Woodhook Recreation Ground – to discuss extent of works required to trees
Middlebrook Recreation Ground – to discuss works required to trees overhanging neighbouring property.
14. Planning Applications – see attached sheet
15. Allotments – to discuss advice received for exit from Nottingham rd Allotments. Works required to prevent overflowing of culvert at Mansfield rd. Retirement of Alix Armit.
16. Community Centres
Parish Hall -
Underwood Community Centre – kitchen to be completed during xmas holidays.
Jacksdale Community Centre – Pruning or removal of trees. Further information required before quote is actioned for electric heating.
Old Council Offices -
17. Neighbourhood Plan update
Request the re-designation of the Neighbourhood Plan Area from the 1st December 2016 to include the extension to Selston Parish. Approval required by Selston Parish Council as the qualifying body.
18. Date of next meeting – Tuesday 24th January 2017 7pm at the Old Council Offices Selston NG16 6DJ
19. Date of Parish Meeting -12th December 2016 7pm at the Old Council Offices Selston NG16 6DJ
20. Confidential Items – to approve the minutes of the extraordinary meeting held 14th November 2016

SELSTON PARISH COUNCIL

Minutes of meeting of the Annual Council held on Tuesday 25th October 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 A Gascoyne
Cllr A Hankin
Cllr D Hodgman
Cllr D Justice
Cllr C Lewis
Cllr M Lodge
Cllr D Martin also NCC
Cllr P Pilgrim
Chairman Cllr R Sears-Piccavey also ADC
Cllr B G Turner
Vice Chair Cllr C Quinn-Wilcox also ADC
Cllr R Young

Apologies:

Cllr C Chapman also ADC
Cllr B Jackson - holiday
Cllr S Jackson - holiday
Cllr S Wilson – family commitment

1. **To receive apologies for absence**
Apologies were accepted as above

2. **To receive declarations of interest from Councillors**
Cllr D Justice – item 18 non pecuniary
Cllr D Hodgman – items 15 & 17 non pecuniary
Cllr M Lodge - item 16 non pecuniary
Cllr D Martin – items 6, 7 & 17 UCC

3. **Members of the public are invited to address the council**
Residents from Westwood reported that they are experiencing violent, threatening anti- social behaviour from a particular household in Jacksdale. One was threatened with an iron bar and the police didn't come they were told to make an appointment. They said the police don't seem interested and are worried that someone will be seriously hurt. One lady said she had been attacked. The youths ride mopeds without lights on and when pipped at follow the vehicle home. Sometimes there are 20 youths. Another lady reported that there are youths on motorbikes revving engines in the car park at Jacksdale Community Centre.

Cllr Robert Sears-Piccavey said he had rung Chris Parkes, ADC officer for Community Safety, after receiving a phone call from a resident, and he is aware of the families concerned. Both families are in council houses so ADC is trying to get them evicted.

The residents were invited to stay for later in the agenda as we are trying to bring security into the villages.

Two residents asked if anything could be done about the hedge on Portland Green as footballs are kicked through the gaps into their fence which they have replaced once. Cllr Robert Sears-Piccavey said he had met with Alex Moorhouse from ADC and a new hedge was being ordered it will be double thickness as small whips will not be enough. The hedge will be done in the autumn. The residents complained that the seat on Portland Green is the worst thing because it encourages youngsters to gather there. Cllr A Hankin suggested finding out if it was a Parish Council seat and if so relocating it.

4. To approve the minutes of the full council meeting held on Tuesday 13th September 2016
Proposed by Cllr Ray Young 2nd by Cllr Gail Turner all were in favour.

5. Business from previous meetings for information only
None

6. Proposed Public Consultation on Security

Cllr Gail Turner stated that the situation we have at the moment is as we were told earlier and we have the same reports in our villages. The police will no longer be at the Tin Hat or Hucknall so things are going to get worse. We have looked at Private Security so it's for the council to consider a public consultation, she would like us to have a referendum. We could possibly have private security but need to consult as it will have a cost implication.

Cllr David Martin told of the state of police cover in our area and explained that he had reported his concerns to Notts County Council at a meeting in March as we are paying for more and getting less.

Cllr Robert Sears Piccavey said that he and Cllr Chris Quinn-Wilcox had attended a special Overview & Scrutiny meeting on a new crime and disorder initiative but it is not being done in the Rurals. When questioned Inspector Glen Longden admitted that the Rurals have a rough deal and explained that the difficulty in getting through when dialling 101 is due to one of the call centres being closed so there is only 1 line instead of 2.

Cllr Robert Sears-Piccavey stated that police budgets are being cut and the situation as described tonight is intolerable so doesn't think there is any option other than look at private security but it has a significant cost so we've got to consult with the public to give them a chance to say if they want it or not.

Cllr Mike Biggs said we don't get any response and accountability from the police but if we look to an alternative source it's guaranteed.

Cllr Dawn Justice asked for clarification on what we will be holding a referendum on as in previous meetings various options have been discussed

Cllr Gail Turner said we had a meeting with the Police & Crime Commissioner who said if the Parish pays for one extra CPO he would pay for another but she is afraid if something happened elsewhere they would be taken, so we would have no control. We've spoken to a couple of private security companies who would be answerable to Selston Parish Council, we want a phone number people can ring and they will need to come to Parish Council meetings and tell us what they have been doing. Nothing is certain at the moment but its pointless going forward until we know if residents approve. We should seek a referendum throughout this Parish whether or not we should be tendering for extra security.

Cllr Dawn Justice suggested the referendum could be held at the same time as the Neighbourhood Plan referendum to save money as there is a cost for a referendum.

The Clerk advised that the Neighbourhood Plan Steering Group is meeting with the planning consultant Helen Metcalfe on the 17th November 2016 when any amendments from the pre submission consultation will be added and then the plan can be submitted to Ashfield District Council, who will then arrange for an independent inspector to examine the plan. A referendum will be held if the plan is approved.

Cllr Turner said we can't wait for that as we want to get this in the precept and the budget is in January.

Cllr David Martin stated that it's a difficult situation as people are already paying for the police service through their Council Tax so anyone not affected by the crime won't be too bothered. He said that the idea has been looked at extensively over the last 6 months.

Cllr Chris Quinn-Wilcox said it would be a good idea to hold information days at the Parish Hall so that people can ask questions and know what we are looking at, public consultation is important.

Cllr Chris Lewis said we need to give some idea of cost so that people know the implications and suggested we look at the worst case scenario i.e. the highest cost.

Cllr Gail Turner reported that she had looked at some figures and it could be £125000 for the year which equates to 5pence per day 35pence per week for Band A properties of which there are 2371 in the Parish and 15 pence per day £1.05 per week for Band H properties of which there are 2. She stated that this is a guide; it's a lot of money and needs the blessing of the public.

Cllr Dawn Justice reminded everyone that a good way of consulting with the public is through the Community News but as the deadline for the December issue is the 26th October Cllr Sears-Piccavey said a leaflet will have to be printed and hand delivered.

Cllr A Hankin informed that there are currently 2000 police in Nottinghamshire which will be reduced to 1664 next year, so what are we getting for our money. He said we have no police or security presence now and the council is appalled at the horrendous situations brought into these meetings so something has got to be done.

Cllr Josh Butler asked if for the pence per day we will have full control and they will not be pulled to another area. Cllr Sears-Piccavey replied that they will be answerable to this Council.

Cllr Gail Turner proposed to have a referendum throughout the Parish to ask the public if they would accept extra security and to give the Chairman and Clerk delegated power to sort the wording of the question. All were in favour.

Cllr Dawn Justice proposed that we request a joint referendum with the Neighbourhood Plan. All were in favour.

Cllr Dawn Justice said public consultation is important; people need to know what they are voting on and what the cost is.

Cllr Ray Young said that a lot of people don't know there are no police in the rural area.

Cllr A Hankin said we would have to sell it on behalf of the people who have incurred problems: not all crimes are included in the figures as they are now labelled as occurrences.

Cllr M Biggs said we will not let the Private Security under report everything will be included.

Cllr Martin reiterated that the crime figures are lower at the moment as people can't get through on 101 and van break ins are now occurrences and not crimes.

Cllr R Young asked if the Private Security will be able to prosecute. Cllr Sears –Piccavey said No they will gather evidence and build a case to take to prosecution and they will wear body cameras that's recording what's happening.

7. To decide the future use of the Eleanor Adams Room at Selston Parish Hall

Cllr Dawn Hodgman said the Eleanor Adams room should be kept for the public as it is used by them. The finance committee were unable to use it last week as the Nottingham Dog Agility held their AGM in there, as they have for the last 27 years. It's used on many occasions for

different groups. The yoga lady is busy and looking at an extra group for a seated class. The room is perfect for her and the groups needs; it is carpeted has high windows and the correct ambience. It is also used 8 weeks of the year for childcare during school holidays and we do gain substantial money from that. It should be kept as a Community room and if we want to help businesses we should look at other alternatives.

Clerk reported that it is difficult to put a value on the total bookings for the room as it is part of a package for larger events but can give hours and the value of regular bookings. It has already been booked for 675 hours this year and 120 hours to come. The 8 week booking from the childcare is £1600; the yoga groups £1300 plus extra classes £200. It is also used for larger functions such as the Football Club presentation and larger parties if we didn't have the Eleanor Adams room they would have to look elsewhere as the capacity would not be enough. The Clerk read out a letter of support from Theresa Holmes for keeping the Eleanor Adams room in public use as she would have to look elsewhere. There was also a letter of support from one of the yoga groups the content of which was covered by Cllr D Hodgman. Cllr Hankin said so you can't put a figure on what's happening this year what about 2014/15. Clerk said it's difficult to report as it is given at a discounted rate as part of a package when booked with the bar area, I can tell you the regular bookings as stated earlier there is also various meetings/AGM's which bring in £20 to £25 each and a new toddler group has started which will generate £500 per year.

Cllr J Butler asked if the groups had been advised that another room will be built for them. The Clerk stated that a conservatory is not suitable for yoga and there is more than one yoga group, where are the groups to go whilst the room is built and why build another room when we already have one

Cllr Gail Turner said there is nobody for the Community more than her but the Parish Council is not just about the Community and Community Groups we also need to help businesses. I take on board what's said but it's not bringing in huge amounts of money. We have had an offer from a business to bring in over £4000 so that money would be ring fenced for another room so we wouldn't be losing anything and it would be a nicer place to go. We are going to provide something and get some proper rent.

Cllr Chris Quinn Wilcox suggested that it could be suitable for yoga as blinds could be put up in the conservatory/orangery and the floor would be suitable and the room would be completely confined. An orangery enhances a property we've put up with old buildings for too long and they need refreshing. Cllr J Butler said that if the business were paying for the alterations he couldn't see a problem. Cllr Sears-Piccavey confirmed they were.

Cllr Hodgman stated that whilst she was not against a conservatory there would be noise pollution from the adjoining rooms and groups should not be turfed out. If the council wants to help small business a specific place should be identified and not make do with a public room. Cllr D Justice advised on her own experience that a conservatory/orangery requires underfloor heating to provide an ambient temperature and to prevent condensation. There would be considerable costs to heat it day and night. In the Summer air conditioning is required to keep it cool. She also asked if there was a plan for the people currently using the Eleanor Adams room whilst the alterations are done. Cllr G Turner said that when the OCO was renovated groups moved temporarily without a problem although this is not temporary as the EA room would be occupied but there will be another room in the future. She believes the heating problems can be overcome by not having a glass roof.

The Clerk advised that the current times people have are not available elsewhere but Cllr Martin pointed out that the OCO is available on Tuesdays and the OCO is available Fridays so the Thursday yoga could go to there instead. The clerk stated that the OCO is used once a month on Tuesdays and Keep Fit are in the OCO on Fridays but Cllr Martin said they are not on the bookings and there are places available on different days. The Clerk said so people going to these groups for years have got to alter their time and place. Cllr Turner shouted Lisa

so the Clerk said she had had enough and left the meeting stating you can do your own minutes. Cllr Martin said the orangery would have the same floor space as the EA room and make it a better venue for weddings and functions it's not just about rental increase. The Chairman asked for a minute taker Cllr Turner proposed CQW and all agreed. Cllr Hodgman said that she and Lisa has been working hard over the last 2 years to get more user groups in the centres (which is why Lisa is upset) and asked why anyone else wasn't trying to do the same to increase income. The Eleanor Adams Room and all Community spaces should be used by the Community.
Cllr G Turner proposed approach Glasshouse and ask them if they still want to use the Eleanor Adams room and allow them to move in and also improve the bar area and explore the idea of another room.

Cllr Hodgman proposed to keep the EA room in Community use and upgrade at a later date.

Cllr Turners proposal was voted on 9 for, including the chairman and 7 against so the first proposal was carried.

8. Selston Parish Council Equal Opportunities Policy circulated with the Agenda was approved.

9. Correspondence as per list circulated with the Agenda

The following were discussed

Burchell Edwards – Tenancy agreement – All agreed that the rent should be increased from £525 to £550 as discussed last year.

UCAN – request for raffle prize – all were in favour of donating a paintball ticket.

Fields in Trust – Impact Report –deferred - Cllr Lewis suggested anything don't know details of defer to next meeting.

Co-op Local Community fund - Cllr M Biggs reported that Selston Parish Hall and Recreation Ground currently had £1400 but it is running until March.

Via East Midlands – Winter Service fir Parish Councils – Cllr G Turner asked for volunteers to email her as she is the chief snow warden.

Theresa Holmes – Request for use of Selston Parish Hall – RSP said it had been read out by Lisa previously.

Portland road Post Office – Potential Change of use – Cllr R Sears Piccavey said it is closing and will end up being a convenience shop

Came & Company – News Letter update

Items 10 and 11 were swapped in order from the Agenda issued.

10. Finance - as per sheet attached to the Agenda – No questions

Feedback from Strategic Planning & Finance Committee meeting on 19th October 2016 – Cllr Chris Lewis as Chairman of the finance committee reported that the Finance Strategy Plan was reviewed at the meeting and will be updated year on year to maintain a 3 year programme. An email will be sent to all Councillors. Finances are on target so far this year so it was agreed to get quotes for 3 projects: The boiler and heating at Jacksdale Community Centre, to complete the kitchen at Underwood Community Centre and to complete the skateboard area at Underwood Recreation Ground installing equipment we already have.

11. County Council Update

Cllr Martin has met with an officer from the Post Office. He was advised that the new Post Office model is to be incorporated in a store. The base payment to cover the rent of the

buildings has been removed so some Post Offices are no longer viable to operate for the owners. It is likely that Portland rd. Post Office will close but could possibly be in Greens Service Station.

Cllr Martin has asked Notts County Council for a list of roads that are due to be repaired in the next 5 years.

The Soldier War memorial is now a grade 2 listed monument.

12. Notice of Conclusion of Audit for year ended 31 March 2016 – to include matters not affecting the opinion of Grant Thornton Auditors but to be drawn to the attention of Selston Parish Council. – Cllr Robert Sears-Piccavey informed that the Audit was complete and accepted with a couple of recommendations. A vote of thanks was given to the RFO for a good job.
13. Remembrance Sunday – signage for road closures in Jacksdale required.
Cllr Robert Sears-Piccavey reported that Ashfield District Council have issued notices telling people the road will be closed.
14. Recreation Ground Update
Drainage works at Underwood Recreation ground appear to be working well and the area is improved, the cost was £3950.
Cllr Ashmore reported that the “dogs must be kept on leads” signs are not working, they have made no difference.
Cllr Robert Sears-Piccavey has put all the signs up.
15. Planning Applications – as per sheet attached to the Agenda
V/2016/0638 There was support from all to send a letter of support to ADC due to the fact that it is an eyesore, is used for fly tipping and needs tidying up.
V/2016/0635 Cllr G Turner asked if there was any way we can say to the Council to check that they stick to the plans as they haven't in the past. Cllr Chris Quinn-Wilcox declared an interest in this application and V/2016/0610.
16. Allotments – Cllr Robert Sears-Piccavey read out the response to the mirror request from Carl Whitley at Notts County Council. Mirrors are not allowed on the highways as they can create a false impression of the traffic. The Clerk is awaiting quotes to widen the splay.
17. Community Centres –
Parish Hall – to consider quotes for replacement blinds in the main hall, bar area and kitchen.
Cllr Robert Sears-Piccavey read out the three quotes of £1800, £720 and £605 + VAT. Cllr Lewis suggested the decision is deferred until a decision has been made on building works but the RFO advised that the blinds no longer meet the Health & Safety requirements for children.
All were in favour to accept the quote of £605 but to only replace the kitchen and Main hall
After discussion including the use of light intrusion posts **all were in favour to submit a planning application for floodlights and Welcome to Selston Sports Club sign.**
Underwood Community Centre – to select a quote for works required for the completion of the kitchen. Cllr Martin explained the difficulties involved in obtaining the quotes as the works require 3 different tradesmen. Cllr Robert Sears-Piccavey read out the details of each quote and the prices were £2844.41 + VAT and £2300 no VAT. **The quote for £2300 from Bethell joinery was proposed and all were in favour.**
Jacksdale Community Centre – Cllr M Ashmore reported that ADC has tidied up the hedges and bushes.

Cllr A Hankin asked how much Jacksdale Community Centre is used which will be brought to the next meeting. Cllr D Martin asked if the electric heaters to replace radiators could be brought to the next meeting and also the problem of the trees for cutting or removal. The RFO advised she had 3 quotes for the electric heaters which Cllr R Sears-Piccavey read out; £3860, £4300 and £5499 which did not include a heater in the kitchen, £5000 and £4940 including the kitchen. The RFO advised there was £5000 in the budget. **All were in favour of the cheapest quote of £4940 from Alan Smith.**
Old Council Offices – nothing to report.

18. Neighbourhood Plan - Covered earlier in the meeting

19. Date of next meeting – Tuesday 29th November 2016 at the Old Council Offices Selston

Meeting Closed at 21.00

ASHFIELD DISTRICT COUNCIL
OFFICE OF THE RETURNING OFFICER

PARISH POLLS – SOME QUESTIONS ANSWERED AND FURTHER INFORMATION

What is a Parish Poll?

The Local Government Act 1972 makes provision for the electors of a Parish to convene a meeting to discuss parish affairs. Furthermore, the Act also includes a provision whereby, provided the Parish Meeting has been properly constituted, any ten electors or a third of the electors present – whichever number is less – may call for a poll to be held on a question. The wording of the question is then decided upon by the Parish Meeting. A Parish Meeting in this context is distinct from an ordinary meeting of the Parish Council but where there is a Parish Council within the Parish, the Chairman will preside.

How is the meeting ‘properly convened’?

To be properly convened, the Parish Meeting must be convened by the Chairman of the Parish Council, two councillors, or six local government electors of the Parish.

Proper notice of the meeting must be given, not less than seven clear days before the meeting. This must specify time, place, business to be transacted, and be signed by the person(s) convening the meeting. The notice must be posted in a conspicuous place or places.

What needs to happen at the meeting?

At the meeting a matter of local significance can be discussed, i.e. the matter of private security. The Parish Meeting itself is the decision making body (local government electors and the Chairman may vote) and should discuss and vote upon matters raised. A poll may then be demanded, which can be accepted by the Chairman, ten electors or a third of those present -whichever number is less. The wording of the question must then be proposed and determined by the Parish

Meeting, which must be clear and able to be answered with a 'yes' or 'no' response. The Meeting must be minuted and the clerk should record the name and address of the proposer.

What happens next?

The Chairman must notify the Principal Council (Ashfield District Council) of:

- The question
- The name and address of the proposer
- The date of the parish meeting

The Returning Officer will determine if the poll is lawful and if so, hold a poll.

The Proposer of the question will have rights to appoint polling and counting agents.

When will the Poll be held?

Parish Polls are required to be held between 14 and 25 days after the poll was demanded polling stations open from 4.00pm until 9.00pm.

What happens with the result of the Poll?

The counting of the votes will follow the close of polling and the result will be publicised. The outcome of the poll is no more and no less than an expression of the views of the electorate of the parish who have voted in the poll and is not binding on any body.

Who pays for the costs of the Poll and how much is it likely to cost?

The poll costs are recharged to the Parish Council and are ultimately, therefore, a charge on the council tax payers of the parish. The Poll must be conducted according to specific rules and will be overseen by the Returning Officer.

Will electors get a poll card / postal vote?

Parish Polls are run in accordance with the Parish and Community Meetings (Polls) Rules 1987. There are some big differences in these Rules and two of these are:

- There are no provisions for voting by post or by proxy in a Parish Poll;
- Poll cards are not issued to the electors for a Parish Poll.

There are some other differences to the way in which you vote. The elector's number is entered onto a counterfoil to the ballot papers and the paper is stamped with an official mark as it is handed to the voter. These measures are intended to prevent any fraud taking place. However, the secrecy of the ballot remains paramount; at the close of polling and after the count all the documents have to be sealed in packets and these packets can only be re-opened by order of the High Court. This would only happen where an investigation into electoral malpractice was being made.

Why are polling hours so short?

Once again, Parish Polls are run in accordance with the Parish and Community Meetings (Polls) Rules 1987 and another difference in these Rules is that polling hours are from 4.00 p.m. until 9.00 p.m.

The Question

The specific question electors will be asked at the polling station, if considered lawful by the Returning Officer, will be in accordance with that proposed at the Parish Meeting and notified by the Chairman.

On the ballot paper electors will only be given the option of voting 'yes' or 'no'.

CORRESPONDENCE NOVEMBER 2016

Burchell Edwards	35 Mansfield Road
HS2	Announcement of Secretary of State's Preferred Route for Next Phase of HS2
Nottinghamshire County Council	Broadband Engagement Officer Introduction – Steven Adams
Keepsafe Security Services Ltd	Security Patrol Selston
Pre-School Learning Alliance	Emergency evacuation of Selston Childcare
INEOS Share	Invitation to Meeting – 29 November 2016
ADC Community & Voluntary Sector Team	Business Charity Awards 2017
ADC Forward Planning Team	Consultation on the Ashfield Publication Local Plan
Bolsover District Council	Invitation to comment on Consultation Draft Local Plan
Friends of Colliers Wood	Colliers Wood Community Project
Miss Teresa Holmes	Request for support with room hire costs for charity events
Fields in Trust	2015 Impact Report
Portland Road Post Office	Notification to SPC as to whether they would support/object to change of use
CCLA	The Local Authorities' Property Fund (Fund fact sheet and profile 30/9/16)

Date: 23/11/2016

Selston Parish Council 2016/17

Page No: 1

Time: 12:37

Cash Book 1

User : LG

Yorkshire Bank

For Month No : 7

Receipts for Month 7

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		209,894.98					209,894.98	
Banked on : 01/10/2016		16.00						
	Sales Recpts Page 600	16.00	16.00		101			Sales Recpts Page 600
Banked on : 01/10/2016		-16.00						
	Sales Recpts Page 601	-16.00	-16.00		101			Sales Recpts Page 601
Banked on : 03/10/2016		64.00						
	Sales Recpts Page 591	64.00	64.00		101			Sales Recpts Page 591
Banked on : 03/10/2016		16.00						
	Sales Recpts Page 593	16.00	16.00		101			Sales Recpts Page 593
Banked on : 06/10/2016		722.50						
	Sales Recpts Page 595	722.50	722.50		101			Sales Recpts Page 595
Banked on : 07/10/2016		320.00						
	Sales Recpts Page 598	320.00	320.00		101			Sales Recpts Page 598
Banked on : 10/10/2016		117.00						
	Sales Recpts Page 596	117.00	117.00		101			Sales Recpts Page 596
Banked on : 11/10/2016		384.50						
326	Village Venture	384.50			1900	101	384.50	Village Venture
Banked on : 11/10/2016		360.04						
326	British Gas	360.04			1200	120	4.60	Western Power
					1400	130	355.44	British Gas
Banked on : 11/10/2016		38.25						
	Sales Recpts Page 597	38.25	38.25		101			Sales Recpts Page 597
Banked on : 13/10/2016		73.12						
	Sales Recpts Page 599	73.12	73.12		101			Sales Recpts Page 599
Banked on : 17/10/2016		6.80						
328	photocopier	6.80			4017	101	6.80	photocopier
Banked on : 17/10/2016		22,596.00						
bacs	precept	22,596.00			1076	101	22,596.00	precept
Banked on : 17/10/2016		937.50						
	Sales Recpts Page 603	937.50	937.50		101			Sales Recpts Page 603
Banked on : 18/10/2016		462.00						
bacs	Burchell edwards	462.00			1105	101	462.00	Caretakers rent
Banked on : 21/10/2016		441.84						
bacs	Ofgem	441.84			1401	130	441.84	RHI Biomast
Banked on : 21/10/2016		240.00						
bacs	VIA extra fpr grass cutting	240.00			1125	101	240.00	VIA extra fpr grass cutting
Banked on : 26/10/2016		200.00						

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Date: 23/11/2016

Selston Parish Council 2016/17

Page No: 2

Time: 12:37

Cash Book 1

User : LG

Yorkshire Bank

For Month No : 7

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Sales Recpts Page 604	200.00	200.00		101		Sales Recpts Page 604
	Banked on : 27/10/2016	20.00					
	Sales Recpts Page 606	20.00	20.00		101		Sales Recpts Page 606
	Banked on : 28/10/2016	220.00					
	Sales Recpts Page 605	220.00	220.00		101		Sales Recpts Page 605
	Banked on : 31/10/2016	32.00					
	Sales Recpts Page 607	32.00	32.00		101		Sales Recpts Page 607
	Banked on : 31/10/2016	40.00					
	Sales Recpts Page 608	40.00	40.00		101		Sales Recpts Page 608
Total Receipts for Month		27,291.55	2,800.37	0.00		24,491.18	
Cash Book Totals		<u>237,186.53</u>	<u>2,800.37</u>	<u>0.00</u>		<u>234,386.16</u>	

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Selston Parish Council 2016/17

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Cash Book 1

User : LG

Yorkshire Bank

For Month No : 7

Payments for Month 7

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c</u> <u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/10/2016	Lillys Leisure	3133	50.00			4972 106	50.00	Stsy N Play
03/10/2016	Lyreco	BACS	114.55		19.09	4575 130	79.99	Lyreco URN
						4530 130	15.47	Lyreco
03/10/2016	Ashfield District Council	BACS	4,851.29		808.55	4360 115	4,042.74	Grounds Maintenance
03/10/2016	Ashfield District Council	BACS	1,860.00		310.00	4045 101	1,550.00	Wet pour rep Woodnook
04/10/2016	Penninsula	DD	324.90		54.15	4020 101	270.75	Provision of services
04/10/2016	Talk Talk	DD	162.95		27.16	4925 301	39.95	Telephone
						4765 201	22.18	Telephone
						4676 135	28.45	Telephone
						4525 130	45.21	Telephone
05/10/2016	Wm Hool	BACS	180.00			4046 121	180.00	Footpaths
06/10/2016	ESpo	BACS	115.44		19.24	4505 130	69.20	Cleaning Products
						4505 130	6.75	Cleaning Products
						4910 301	6.75	Cleaning Products
						4755 201	6.75	Cleaning Products
						4635 135	6.75	Cleaning Products
11/10/2016	Ashfield District Council	DD	77.00			4615 135	77.00	Ashfield District Council
11/10/2016	Ashfield District Council	DD	65.00			4485 130	65.00	Ashfield District Council
11/10/2016	Ashfield District Council	DD	43.00			4730 201	43.00	Ashfield District Council
11/10/2016	Ashfield district Council	DD	42.00			4885 301	42.00	Ashfield district Council
11/10/2016	NCC supplies	BACS	26.88		4.48	4910 301	22.40	NCC supplies
11/10/2016	Grant Thornton	BACS	960.00		160.00	4070 101	800.00	Audit
13/10/2016	Wages	BACS	1,307.96			4000 101	1,307.96	Wages
13/10/2016	Wages	BACS	848.52			4000 101	848.52	Wages
13/10/2016	Wages	BACS	638.96			4715 201	638.96	Wages
13/10/2016	wages	BACS	583.05			4870 301	583.05	wages
13/10/2016	wages	BACS	273.12			4470 130	273.12	wages
13/10/2016	wages	BACS	241.04			4470 130	241.04	wages
13/10/2016	wages	BACS	180.18			4470 130	180.18	wages
13/10/2016	Ida Annable	TFR	73.12			4110 101	73.12	Ida Annable
14/10/2016	Wages	BACS	1,149.73			4470 130	656.99	Wages
						4600 135	492.74	Wages
14/10/2016	Espo	BACS	218.18		36.36	4755 201	12.47	Cleaning Materials
						4635 135	12.45	Cleaning Materials
						4505 130	12.45	Cleaning Materials
						4910 301	12.45	Cleaning Materials
						4970 301	132.00	Mastervac
14/10/2016	Corona Energy	BACS	154.68		7.37	4390 120	31.21	Gas
						4740 201	43.29	Gas
						4900 301	22.42	Gas
						4630 135	50.39	Gas

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Selston Parish Council 2016/17

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Cash Book 1

User : LG

Yorkshire Bank

For Month No : 7

Payments for Month 7

Nominal Ledger

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ V A T	A/c	Centre	£ Amount	Transaction Detail
14/10/2016	British Gas	BACS	257.01		12.24	4385	120	23.81	Electricity
						4625	135	40.10	Electricity
						4895	301	36.43	Electricity
						4745	201	29.48	Electricity
						4385	120	40.68	Electricity
						4495	130	74.27	Electricity
14/10/2016	Belmont	BACS	34.26		5.71	4100	101	28.55	Footpath Maintenance
14/10/2016	GC Factoring	BACS	111.36		18.56	4972	106	92.80	Stay N PlayTable
14/10/2016	HMRC	BACS	822.47			4471	130	44.80	NI & tax
						4471	130	60.40	NI & tax
						4471	130	48.80	NI & tax
						4716	201	0.26	NI & tax
						4471	130	119.19	NI & tax
						4601	135	89.38	NI & Tax
						4000	101	65.31	NI & tax
						4000	101	394.33	NI & tax
14/10/2016	Quality Building Services	BACS	120.00		20.00	4535	130	100.00	2 Replacement windows
15/10/2016	WAGES	BACS	0.02			4000	101	0.02	WAGES
17/10/2016	Penninsula	DD	150.90		25.15	4020	101	125.75	Provision of Services
17/10/2016	Severn Trent	DD	3.52			4380	120	3.52	Severn Trent
19/10/2016	Lgps	BACS	839.11			4471	130	839.11	Lgps pension strain costs
20/10/2016	Severn Trent	DD	38.85			4890	301	38.85	Severn Trent
24/10/2016	Penninsula	DD	60.00		10.00	4020	101	50.00	Provision of services
24/10/2016	High Peak Industries	BACS	793.80		37.80	4500	130	756.00	Fuel
25/10/2016	Bank Charges	DD	6.00			4030	101	6.00	Bank Charges
25/10/2016	Live & Local	BACS	380.75		63.46	4040	101	317.29	Blast from the past
27/10/2016	Hygienex ltd	19.25	19.25		3.21	4800	201	16.04	Nappy Bins
27/10/2016	Midshire	DD	52.30		8.72	4017	101	43.58	Photocopier
27/10/2016	Chages	DD	40.23			4030	101	40.23	Chages
27/10/2016	Pension	BACS	625.96			4000	101	128.67	Pension
						4000	101	230.00	Pension
						4716	201	93.44	Pension
						4000	101	48.14	Pension
						4000	101	90.75	Pension
						4716	201	34.96	Pension
28/10/2016	Severn Trent water	DD	26.17			4620	135	26.17	Severn Trent water
Total Payments for Month			18,923.51	0.00	1,651.25			17,272.26	
Balance Carried Fwd			218,263.02						
Cash Book Totals			237,186.53	0.00	1,651.25			235,535.28	

31st March 2015

31th October 2016

Current Assets

1,095	Debtors Control account	4,437
8,154	VAT Control Account	7,719
115,098	Yorkshire Bank	218,263
2,743	Yorkshire Bank - War Memorial	2,743
55,996	Yorkshire Bank - 3	56,062
81,406	HSBC	80,599
250	Petty Cash	250

264,742**370,073****264,742 Total Assets****370,073****Current Liabilities**

1,650	Accruals	0
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1,650**0****263,092 Total Assets Less Current Liabilities****370,073****Represented By**

166,152	General Reserves	273,133
34,980	EAR Underwood Community Centre	34,980
6,182	EAR Old Council Office Reserve	6,182
5,000	EAR Jacksdale CC Capital Reser	5,000
2,000	EAR Reserves Allotments	2,000
2,500	EAR Reserves Pavilion capital	2,500
2,500	EAR Westwood Changing Rooms Re	2,500
16,837	EAR Friezeland Rec Ground res	16,837
7,500	EAR War Memorial Reserves	7,500
4,000	EAR Machinery Purchases	4,000
5,000	EAR Recreation Grounds Reserve	5,000
6,575	EAR Election Fees Reserves	6,575
3,866	EAR Legal Expenses reserves	3,866

263,092**370,073**

Date: 02/11/2016

Selston Parish Council 2016/17

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Bank Reconciliation Statement as at: 31/10/2016 for Cash Book 1 Yorkshire Bank

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	31/10/2016	425	218,313.02
			<u>218,313.02</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
01/10/2016 3133 Lillys Leisure		50.00	
			<u>50.00</u>
			218,263.02
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			218,263.02
		Balance per Cash Book is :-	218,263.02
		Difference is :-	0.00

Date: 02/11/2016

Selston Parish Council 2016/17

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Bank Reconciliation Statement as at: 31/10/2016 for Cash Book 2 Yorkshire Bank - 3

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Savings Account	31/10/2016	86	56,061.94
			<u>56,061.94</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<u>0.00</u>
			56,061.94
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			56,061.94
		Balance per Cash Book is :-	56,061.94
		Difference is :-	0.00

Bank Reconciliation Statement as at: 31/10/2016 for Cash Book 3 HSBC

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC BANK 61838946	30/09/2016	48	1,006.97
HSBC BANK 11838954	30/09/2016	26	79,591.59
			<hr/> 80,598.56
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<hr/> 0.00
			80,598.56
<u>Receipts not Banked/Cleared (Plus)</u>			
			<hr/> 0.00
			80,598.56
		Balance per Cash Book is :-	80,598.56
		Difference is :-	0.00

SELSTON PARISH COUNCIL

TERMS OF REFERENCE FOR STRATEGIC PLANNING & FINANCE COMMITTEE

MEMBERSHIP – Two Councillors from each ward, the Chairman of the Parish Council and the County Councillor representing the Parish.

MAIN AIMS – To ensure that the public funds entrusted with the Parish Council are spent wisely and that the assets held by the Council are maintained and enhanced for the benefit of the future generation of Selston Parish Residents.

OBJECTIVES

1. To liaise with the Clerk and the Responsible Financial Officer on all matters relating to finance and to ensure that the Council achieves the minimum standard of accounting as outlined in current legislation.
2. To ensure a level of internal control of the accounts of the Parish Council in accordance with the duty imposed under the Local Audit and Accountability Act 2014. This means implementing procedures for the prompt and accurate recording of transactions and the prevention and detection of inaccuracies for fraud.
3. To ensure that any spending is in accordance with the powers granted under various Statutes.
4. To maximise income received by the Council.
5. To minimise expenditure of the Council and to ensure that limited resources are diverted to priority causes.
6. To assist in preparing the annual budget of the Council for full Council approval.
7. To prepare, review and act on the Financial Risk Management Assessment.
8. To be actively involved in securing grants for the benefit of the residents of the parish in conjunction with the grants committee.
9. To implement and maintain Strategic Planning & Finance Committee Finance Strategy Plan.

DELEGATED BUSINESS

The Committee has delegated authority to agree the appointing of quotes provided that it is within the budget that is set by the full Council.

Approved by the Finance Committee on 19 October 2016

PLANNING APPLICATIONS NOVEMBER 2016

UNDERWOOD

Ref No.	Applicant	Location	Proposal	ADC Decision	Decision Date
V/2016/0654	Mitchells & Butlers	Hole in the Wall Public House, Main Road, Underwood	Illuminated and Non-Illuminated Signs	PENDING	PENDING

SELSTON

Ref No.	Applicant	Location	Proposal	ADC Decision	Decision Date
V/2016/0674	Ms Sherwood	9, Chapel Street, Selston	Removal of 4 Conifers and Hedge to Front Boundary and Replace with Timber Fence and Pedestrian Gate	PENDING	PENDING
V/2016/0310	Cornerstone Telecommunications Infrastructure Limited And Tel.	Allens Farm, Alma Road, Selston	Mobile Phone Base Station Consisting 18m Lattice Tower Including 6 Antennas, 2 Dishes, 3 Equipment Cabinet and 1 Meter Cabinet with 1.2m High Timber Post and Rail Fence		05/07/2016 APPEAL PENDING
V/2016/0717	Mr Campion	93 Mansfield Road, Selston	Dwelling and Garage	PENDING	17/11/2016

V/2016/0722	Mr Rouse	15 Alfreton Road, Selston	Single Storey Rear Extension	PENDING	18/11/2016
V/2016/0724	Miss Astle	224 Nottingham Road, Selston	Replacement Outbuilding	PENDING	21/11/2016