

SELSTON PARISH COUNCIL

Clerk to the Council: Ms Lisa Simpson
The Parish Hall, Mansfield Road, Selston, Nottingham, NG16 6EE
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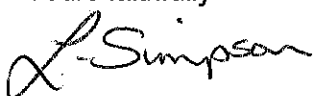
24 September 2019

Dear Councillor

You are hereby summoned to attend the Meeting of Selston Parish Council at **Underwood Community Centre**, Church Lane, Underwood, NG16 5FS on **Monday, 30 September 2019 at 7.00pm.**

An agenda is set out below.

Yours faithfully



Parish Clerk

AGENDA

1. To receive apologies for absence
2. To receive declarations of interest from Councillors
3. To consider Co-option
4. To determine which items, if any of the Agenda should be taken with the public excluded
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
5. Policing
6. Update on CAP
7. Members of the public are invited to address the Council – 15 minutes is designated for public participation
8. To approve the minutes of the meeting held on Monday, 29 July 2019
9. To consider correspondence received and required actions – see attached sheet
Decision required to item 6 - Community Halls Event 8/11/19
10. Finance – See attached sheet
 - NALC – new Finance Regulations Template
 - CCLA – to consider further investment in public sector deposit fund
 - Feedback from Finance meeting and matters arising – see attached Minutes -
 - To acknowledge Notice of Conclusion of Audit following receipt of External Auditor's report
 - Land at Station Rd
 - Quotations for lease of electric van
 - 35 Mansfield Rd

11. Recreation Grounds

Fencing arranged for Portland Green

To discuss the idea of a Community Orchard

Request from SPVHC for 6 more trees and 3 benches at Underwood

12. Planning Applications – see attached sheet

13. Allotments

14. Planters -

15. Zebra Crossing in Jacksdale

16. Community Centres

Parish Hall – Feedback from Consultation on Main hall kitchen.

Pavilion –

Underwood – UCAN request for use for Afternoon Tea Fundraiser 12th October 2019

Jacksdale – Plans for Car park and relocation of Parish Notice board and the Grit Bin.

17. To review the temporary closure of the Parish Office on a Wednesday

18. Selston Parish Village Halls Charity

- Insurance
- Bank Account
- Management Agreement
- Accounts package

19. To note GDPR requirements of having Councillor email addresses specifically set up for Council business and which are not shared with any other person

20. Stay N Play

21. Salt requirements for Winter Service 2019/20

22. Date of next meeting – Monday, 28 October 2019 at 7.00pm at Underwood Community Centre, Church Lane, Underwood, NG16 5FS

23. Confidential Items -

- Job evaluation
- Outstanding invoices for room hire

SELSTON PARISH COUNCIL

Minutes of Meeting of the Parish Council held on **Monday, 29 July 2019** at 7.00pm at Underwood Community Centre, Church Lane, NG16 5FS

Present

Cllr M Ashmore

Cllr C Chapman (also ADC)

Cllr S Fletcher

Cllr J Gregory

Cllr S Hey

Cllr J O'Byrne

Cllr E Olden

Cllr P Pilgrim

Cllr D Wilson

Cllr S Wilson (Chair)

Cllr R Young

Apologies:

Cllr J Banks – family commitment

Cllr H Bethell – family commitment

Cllr S Hankin - illness

Cllr D Hodgman - family commitment

Cllr B Jackson – family commitment

Cllr S Jackson – family commitment

Cllr A Justice – family commitment

Cllr D Justice (Vice Chair) – family commitment

Cllr D Martin (also NCC and ADC) – holiday

Also present: Lisa Simpson (Clerk), Tracey Kirkland-Walker (Assistant Clerk) and 28 members of the public, including 14 young people.

1. To receive apologies for absence

Apologies were received as above and accepted by the Council

2. To receive declarations of interest from Councillors

Cllr Chapman – item 10 non pecuniary

3. To determine which items, if any of the Agenda should be taken with the public excluded - None

It was agreed to suspend Standing Orders for 2 additional items to be heard that were not on the agenda

- The young people in attendance thanked the Parish Council for the new skate park facility on Underwood Recreation Ground and then left the meeting
- Policing – PCSO Simon Gazzard gave a breakdown of the 249 calls to 101 or 999 in the last 31 days

At 7.12pm PCSO Simon Gazzard left the meeting and Standing Orders were resumed.

4. Members of the public are invited to address the Council

A Selston resident reported that the footpath near Home Farm was overgrown and was informed that it had already been reported and should be done this week.

An Underwood resident suggested an extra bin on Underwood Recreation Ground as since the skate park opened there is a lot of litter being left. – The Clerk will research Novelty bins and also write to Ashfield District Council regarding the attendance of the CPO's.

A Selston resident gave thanks for the work that had been done on the planters.

5. To approve the minutes of the extra-ordinary meeting held on Friday, 7 June 2019 (previously attached to 24 June Agenda)

RESOLVED: To accept the minutes of the extra-ordinary meeting held on 7 June 2019 as a true record

6. To approve the minutes of the meeting held on Monday, 24 June 2019

RESOLVED: To accept the minutes of the council meeting held on 24 June 2019 as a true record

7. To consider correspondence received and required actions

Item 5 – Nomination form for NALC's 74th AGM

RESOLVED: For Cllr Hey and the Parish Clerk to attend as voting delegates

Item 6 – Request to hold a retiring collection – British Heart Foundation

RESOLVED: The Parish Council do not have a suitable facility for this to be offered

Item 8 – request for purchase or lease of land for substation at Station Road

RESOLVED: It was agreed for the Parish Clerk to request a site meeting with Western Power to discuss this further and to attend along with Cllrs Fletcher and O'Byrne

Item 9 – Request for money towards food for Filling Station/Stay N Play

RESOLVED: The Chair donated £100 from the Chairman's Allowance and it was agreed to write to the District Councillors with a request to match the donation from their allowance.

8. Finance

There were no questions in relation to finances generally or to the minutes of the last finance meeting.

RESOLVED: (1) It was agreed that Cllr Hodgman should be added onto the Finance Committee as previously agreed in May, but missed off the list due to a typing error.

The Clerk informed the meeting that a new strimmer costing £555 and a power trim costing £749 had been purchased as the existing strimmer had broken and it was going to take 2 weeks to repair.

9. To consider installation of electric vehicle charging point at Selston Parish Hall and purchased/lease of electric van

RESOLVED: Finance committee to investigate the best solution and present to the next Full Council meeting.

10. Recreation Grounds

- To approve ADC management fee for installation of gym equipment and warrior pod at Jacksdale

RESOLVED: To accept the ADC management fee of £1364.56

- To consider quotes for a metal picnic bench on Jacksdale Recreation Ground

RESOLVED: To order the metal picnic bench with wheelchair access from Broxap at a price of £939 plus fitting.

11. Planning Applications

V/2019/0460 – Concerns were raised regarding highway safety as Plot 3 driveway is opposite the junction with Green Farm Lane

12. Allotments

The Clerk informed the meeting that a new lock had now been purchased, which has enabled the existing keys to still be used.

13. Christmas Lighting Events 2019 and positioning of Christmas lights

It was noted that: Selston's Lighting Event will be on the 29th November 2019

Underwood's on 30th November 2019 and Jacksdale's on 3rd December 2019.
Selston Lighting Committee requested permission to have 3 new Flag Pole Xmas Trees on Portland Green in Selston, which was approved.

14. Community Centres

Feedback from Selston Parish Village Halls Charity – No comments were made at the meeting regarding the Minutes, however, the Parish Clerk informed that the email from Cllr Martin would be answered by the Charity.

Parish Hall

To consider estimates for cricket ball stopping net

RESOLVED: To hold a meeting with the Cricket Club and Bowls Club before making a final decision regarding the quotes.

To consider architects revised drawing for disabled toilet

RESOLVED: To approve the small amendment to the revised drawing

Update on kitchens

RESOLVED: To consult with user groups regarding the layout of a kitchen in the current store room

To consider Christmas lights at the Parish Hall

RESOLVED: To purchase pull-up Christmas trees for both the Parish Hall and Underwood Community Centre at a cost of £600 per tree

Pavilion – To consider options for disposal of grass cuttings

RESOLVED: It was agreed that the only option was to pay ADC to dispose of the cuttings and for the cost to be passed on to the football and cricket clubs

Underwood – To consider Christmas Lights at Underwood Community Centre

This was dealt with at an earlier item point in the meeting

Jacksdale – Nothing to report

15. Planters

Cllr E Olden reported that there are only 3 planters in Selston that have not been adopted

RESOLVED: To continue advertising for volunteers

16. Consideration of parking deterrent at Portland Green

Clerk confirmed that the Parish Council does not have the power to create a car park on Portland Green.

RESOLVED: To obtain quotes for a hedge instead of bollards and delegate to the Clerk and Finance Committee to select the best option.

17. Date of next meeting – Monday, 30 September 2019 at 7.00 pm at Underwood Community Centre, Church Lane, Underwood, NG16 5FS - Noted

18. Confidential Items - None

Meeting Closed at 8.35 pm

SELSTON PARISH COUNCIL

Correspondence to be considered at the Parish Council's September 2019 Meeting

1	Via East Midlands Ltd	Proposed zebra crossing on Main Road, Jacksdale – Public notification	Emailed 1/9/19
2	NCC	Advance notice of public consultation on the Nottinghamshire Minerals Local Plan – Friday August 30th to Friday 11th October	Emailed 8/8/19
3	CPRE Nottinghamshire	Conference on Affordable Homes - 12 November 2019	Emailed 15/8/19
4	NALC	New advice from ICO for Parish Councils	Emailed 19/8/19
5	ADC	JUS-t Neighbourhood Plan - Independent review of the High Speed 2 (HS2) rail project	Emailed 22/8/19
6	RAD	'Sustainable Community Halls' Conference, 8th November, Post Mill Centre	Decision required regarding attendees
7	RCAN	Village Halls Week 2020 - Monday 20th January - Sunday 26th January 2020	
8	ADC	EU Settlement Scheme	Emailed 27/8/19
9	NCC	Nottinghamshire Minerals Local Plan consultation opens 30th August	Emailed 29/8/19
10	NALC	Updated LTN & policies on Disciplinary & Grievance procedures	Emailed 30/8/19
11	NALC	NALC Legal Update	Emailed 30/8/19
12	HS2	HS2 Phase 2b – 6 September deadline for responses to Design Refinement Consultation SRM:093300599	Emailed 3/9/19
13	NALC	Consultation on 5G mobile provision in rural areas	Emailed 4/9/19
14	NCC	Resolution of planning application – Proposed development to retain temporary classroom, known as Building 5 until 31st August 2022. Location: Jacksdale Primary School, Main Road, Jacksdale, NG16 2OU. Application has been formally granted on 4 September 2019	Emailed 4/9/19
15	Rt Hon David Curry	The Parliamentary Review	Copy in the office 23/9/19
16			
17			
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25			

11/09/2019

Selston Parish Council 2019/20

12:26

Balance Sheet as at 01 SEPTEMBER 2019

31 MARCH 2019*

31 AUGUST 2019

Current Assets		
2,241	Debtors Control account	3,664
8,406	VAT Control Account	4,294
2,312	Prepayments	2,312
204,243	Yorkshire Bank	252,955
2,680	Yorkshire Bank - War Memorial	2,680
56,272	Yorkshire Bank - 3	56,331
86,082	HSBC	86,028
5	Petty Cash	5
75,000	CCLA Investment Account	75,000
<u>437,242</u>		<u>483,271</u>
437,242	Total Assets	483,271
Current Liabilities		
1,470	Accruals	0
872	Receipts in Advance	0
<u>2,342</u>		<u>0</u>
434,900	Total Assets Less Current Liabilities	483,271
Represented By		
257,755	General Reserves	323,556
40,000	EMR Parish Hall	40,000
39,980	EMR Underwood Community Centre	39,980
6,212	EMR Old Council Office Reserve	6,212
14,030	EMR Jacksdale CC Capital Reser	14,030
3,496	EMR Jacksdale Rec Ground	3,496
2,000	EMR Reserves Allotments	2,000
7,895	EMR Reserves Pavilion capital	7,895
2,500	EMR Westwood Changing Rooms Re	2,500
14,339	EMR Friezeland Rec Ground res	(1,265)
7,500	EMR War Memorial Reserves	7,500
13,610	EMR Machinery Purchases	13,610
3,330	EMR Recreation Grounds Reserve	3,330
4,664	EMR Grounds Maintenance	4,664
6,662	EMR Election Fees Reserves	4,836
2,340	EMR Legal Expenses reserves	2,340
3,321	EMR Christmas Event-Selston	3,321
2,041	EMR Christmas Event-Jacksdale	2,041

11/09/2019

Selston Parish Council 2019/20

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Balance Sheet as at 01 SEPTEMBER 2019

31 MARCH 2019*

31 AUGUST 2019

3,224 EMR Christmas Event-Underwood

3,224

434,900

483,271

The above statement represents fairly the financial position of the authority as at 01 SEPTEMBER 2019 and reflects its Income and Expenditure during the year.

Signed :
Chairman

Date : _____

Signed :
Responsible
Financial
Officer

Date : _____

Selston Parish Council 2019/20

Income and Expenditure Account for Year Ended 31 AUGUST 2019

31 MARCH 2019*

31 AUGUST 2019

	Operating Income	
351,858	Administration/Parish Council	170,570
8,535	General Grants	0
1,292	Stay and Play	1,000
4,341	Outdoor Recreation	4,044
1,646	Allotments	2,002
35,073	Parish Hall	15,498
13,843	Old Council Offices	5,738
8,938	Jacksdale Community Centre	4,282
15,058	Underwood Community Centre	6,287
<u>440,584</u>	Total Income	<u>209,422</u>
	Running Costs	
160,986	Administration/Parish Council	73,851
860	Section 137	2,423
151	Civic	5,326
1,336	Stay and Play	105
38,025	Capital Expenditure	20,660
271	Admin-Lesure Contract ADC	501
48,513	Grounds Maintenance	20,214
9,397	Outdoor Recreation	2,623
1,523	Footpath Maintenance	768
1,232	Allotments	515
62,249	Parish Hall	14,910
10,734	Old Council Offices	6,240
16,566	Jacksdale Community Centre	6,539
17,129	Underwood Community Centre	6,376
<u>366,972</u>	Total Expenditure	<u>161,051</u>
	General Fund Analysis	
233,135	Opening Balance	257,755
440,584	Plus : Income for Year	209,422
<u>673,719</u>		<u>467,177</u>
366,972	Less : Expenditure for Year	161,051
<u>306,747</u>		<u>306,126</u>
2,864	Transfers TO / FROM Reserves	48,991
<u>303,883</u>	Closing Balance	<u>257,135</u>

Summary Income & Expenditure by Budget Heading 11/09/2019

Month No: 5

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101	Administration/Parish Council							
	Income	351,858	170,570	243,161	72,591			70.1%
	Expenditure	160,986	73,851	129,882	56,031		56,031	56.9%
	Movement to/(from) Gen Reserve	<u>190,872</u>	<u>96,719</u>					
102	Section 137							
	Expenditure	860	2,423	11,500	9,077		9,077	21.1%
103	General Grants							
	Income	8,535	0	0	0			0.0%
105	Civic							
	Expenditure	151	5,326	4,200	(1,126)		(1,126)	126.8%
	plus Transfer from EMR	0	1,826					
	Movement to/(from) Gen Reserve	<u>(151)</u>	<u>(3,500)</u>					
106	Stay and Play							
	Income	1,292	1,000	1,000	0			100.0%
	Expenditure	1,336	105	1,000	895		895	10.5%
	Movement to/(from) Gen Reserve	<u>(44)</u>	<u>895</u>					
108	Capital Expenditure							
	Expenditure	36,025	20,660	40,000	19,340		19,340	51.7%
	plus Transfer from EMR	0	15,604					
	Movement to/(from) Gen Reserve	<u>(36,025)</u>	<u>(5,056)</u>					
110	Admin-Leisure Contract ADC							
	Expenditure	271	501	500	(1)		(1)	100.1%
115	Grounds Maintenance							
	Expenditure	48,513	20,214	50,000	29,786		29,786	40.4%
120	Outdoor Recreation							
	Income	4,341	4,044	4,400	356			91.9%
	Expenditure	9,397	2,623	13,450	10,827		10,827	19.5%
	Movement to/(from) Gen Reserve	<u>(5,056)</u>	<u>1,421</u>					
121	Footpath Maintenance							
	Expenditure	1,523	768	1,500	732		732	51.2%
125	Allotments							
	Income	1,646	2,002	1,700	(302)			117.8%
	Expenditure	1,232	515	2,000	1,485		1,485	25.8%
	Movement to/(from) Gen Reserve	<u>414</u>	<u>1,487</u>					
130	Parish Hall							
	Income	35,073	15,498	31,000	15,502			50.0%
	Expenditure	62,249	14,910	47,413	32,503		32,503	31.4%
	Movement to/(from) Gen Reserve	<u>(27,176)</u>	<u>588</u>					
135	Old Council Offices							
	Income	13,843	5,738	13,000	7,262			44.1%
	Expenditure	10,734	6,240	16,300	10,060		10,060	38.3%
	Movement to/(from) Gen Reserve	<u>3,109</u>	<u>(502)</u>					
201	Jacksdale Community Centre							
	Income	8,938	4,282	7,250	2,968			59.1%
	Expenditure	16,566	6,539	19,750	13,211		13,211	33.1%
	Movement to/(from) Gen Reserve	<u>(7,628)</u>	<u>(2,256)</u>					
301	Underwood Community Centre							
	Income	15,058	6,287	12,500	6,213			50.3%
	Expenditure	17,129	6,376	19,800	13,424		13,424	32.2%
	Movement to/(from) Gen Reserve	<u>(2,071)</u>	<u>(89)</u>					

Summary Income & Expenditure by Budget Heading 11/09/2019

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	440,584	209,422	314,011	104,589			66.7%
Expenditure	366,972	161,051	357,295	196,244	0	196,244	45.1%
Net Income over Expenditure	<u>73,612</u>	<u>48,371</u>	<u>(43,284)</u>	<u>(91,655)</u>			
plus Transfer from EMR	0	17,430					
Movement to/(from) Gen Reserve	<u>73,612</u>	<u>65,801</u>					

Detailed Income & Expenditure by Budget Heading 11/09/2019

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Administration/Parish Council								
1076 Precept	234,289	140,317	233,861	93,544			60.0%	
1090 Interest Received	549	366	300	(66)			122.1%	
1105 Caretaker's Rent	4,818	1,770	5,500	3,730			32.2%	
1125 Footpath Grant	2,768	0	2,500	2,500			0.0%	
1899 Paypoint Income	40,038	22,663	0	(22,663)			0.0%	
1900 Miscellaneous Income	56,951	2,511	1,000	(1,511)			251.1%	
1901 Christmas Event	6,567	669	0	(669)			0.0%	
1902 Christmas Event JCC	1,601	1,989	0	(1,989)			0.0%	
1903 Christmas Event UCC	4,277	285	0	(285)			0.0%	
Administration/Parish Council :- Income	351,858	170,570	243,161	72,591			70.1%	0
4000 Wages, Superan, Ers NIC	50,835	25,560	65,741	40,181		40,181	38.9%	
4001 Superannuation	4,561	1,682	4,037	2,355		2,355	41.7%	
4015 Stationery	572	144	600	456		456	23.9%	
4016 Postage	6	2	200	198		198	0.9%	
4017 Photocopier	1,782	861	2,000	1,139		1,139	43.0%	
4020 Subscriptions	6,190	2,533	7,000	4,467		4,467	36.2%	
4025 Insurance	6,933	7,138	7,000	(138)		(138)	102.0%	
4026 Legal fees	1,374	552	2,500	1,948		1,948	22.1%	
4027 Neighbourhood Plan	0	0	2,000	2,000		2,000	0.0%	
4030 Bank Charges	774	298	800	502		502	37.3%	
4035 Office Equipment	1,426	0	1,000	1,000		1,000	0.0%	
4039 Paypoint Expenditure	42,906	23,490	0	(23,490)		(23,490)	0.0%	
4040 Misc	10,633	707	1,000	293		293	70.7%	
4045 Grounds Maintenance - Misc	4,610	1,731	10,000	8,270		8,270	17.3%	
4050 Recruitment Costs	598	0	500	500		500	0.0%	
4055 Office Telephone	239	0	500	500		500	0.0%	
4060 Loan Repayments	6,828	3,490	6,979	3,489		3,489	50.0%	
4065 Loan Charges	151	0	325	325		325	0.0%	
4070 Audit Fees	1,444	235	1,500	1,265		1,265	15.6%	
4075 Advertising	2,725	690	3,000	2,310		2,310	23.0%	
4085 Contingencies	3,500	0	3,500	3,500		3,500	0.0%	
4090 Repairs & Renewals	984	70	1,000	930		930	7.0%	
4095 Caretaker's House Expenditure	1,767	100	1,500	1,400		1,400	6.7%	
4100 Footpath Maintenance	0	310	1,000	690		690	31.0%	
4105 Training Courses	813	105	1,500	1,395		1,395	7.0%	
4110 Charmans Allowance	212	293	200	(93)		(93)	146.5%	
4150 Events	2,622	320	4,500	4,180		4,180	7.1%	
4151 Christmas Event	4,768	80	0	(80)		(80)	0.0%	
4152 Christmas Event JCC	585	2,237	0	(2,237)		(2,237)	0.0%	

Detailed Income & Expenditure by Budget Heading 11/09/2019

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4153 Christmas Event UCC	1,148	1,226	0	(1,226)		(1,226)	0.0%	
Administration/Parish Council :- Indirect Expenditure	160,986	73,851	129,882	56,031	0	56,031	56.9%	0
Net Income over Expenditure	190,872	96,719	113,279	16,560				
102 Section 137								
4175 Free Resources	51	0	0	0		0	0.0%	
4186 S137 DONATION	809	2,423	11,500	9,077		9,077	21.1%	
Section 137 :- Indirect Expenditure	860	2,423	11,500	9,077	0	9,077	21.1%	0
Net Expenditure	(860)	(2,423)	(11,500)	(9,077)				
103 General Grants								
1130 Grants & Donations Received	8,535	0	0	0			0.0%	
General Grants :- Income	8,535	0	0	0				0
Net Income	8,535	0	0	0				
105 Civic								
4190 Election Costs	0	5,326	3,500	(1,826)		(1,826)	152.2%	1,826
4200 Other Civic Costs	151	0	700	700		700	0.0%	
Civic :- Indirect Expenditure	151	5,326	4,200	(1,126)	0	(1,126)	126.8%	1,826
Net Expenditure	(151)	(5,326)	(4,200)	1,126				
6000 plus Transfer from EMR	0	1,826						
Movement to/(from) Gen Reserve	(151)	(3,500)						
106 Stay and Play								
1451 Stay n play	1,211	1,000	1,000	0			100.0%	
1452 Play bugs	81	0	0	0			0.0%	
Stay and Play :- Income	1,292	1,000	1,000	0			100.0%	0
4972 stay n play	1,238	105	1,000	895		895	10.5%	
4973 Play bugs	99	0	0	0		0	0.0%	
Stay and Play :- Indirect Expenditure	1,336	105	1,000	895	0	895	10.5%	0
Net Income over Expenditure	(44)	895	0	(895)				
108 Capital Expenditure								
4220 Capital Expenditure Office	650	0	1,000	1,000		1,000	0.0%	
4225 Capital Expenditure JCC	0	0	5,000	5,000		5,000	0.0%	

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4230 Capital Expenditure PH	13,300	0	10,000	10,000		10,000	0.0%	
4235 Capital Expenditure OCO	0	0	2,000	2,000		2,000	0.0%	
4240 Capital Expenditure UCC	0	0	5,000	5,000		5,000	0.0%	
4250 Capital Expenditure RG	21,470	20,660	12,000	(8,660)		(8,660)	172.2%	15,604
4255 Capital Expenditure Parish	605	0	5,000	5,000		5,000	0.0%	
Capital Expenditure :- Indirect Expenditure	<u>36,025</u>	<u>20,660</u>	<u>40,000</u>	<u>19,340</u>	<u>0</u>	<u>19,340</u>	<u>51.6%</u>	<u>15,604</u>
Net Expenditure	<u>(36,025)</u>	<u>(20,660)</u>	<u>(40,000)</u>	<u>(19,340)</u>				
6000 plus Transfer from EMR	0	15,604						
Movement to/(from) Gen Reserve	<u>(36,025)</u>	<u>(5,056)</u>						
<u>110 Admin-Leisure Contract ADC</u>								
4340 ADC-Performing Rights	271	501	500	(1)		(1)	100.1%	
Admin-Leisure Contract ADC :- Indirect Expenditure	<u>271</u>	<u>501</u>	<u>500</u>	<u>(1)</u>	<u>0</u>	<u>(1)</u>	<u>100.1%</u>	<u>0</u>
Net Expenditure	<u>(271)</u>	<u>(501)</u>	<u>(500)</u>	<u>1</u>				
<u>115 Grounds Maintenance</u>								
4360 GM-D.S.O Charge	48,513	20,214	50,000	29,786		29,786	40.4%	
Grounds Maintenance :- Indirect Expenditure	<u>48,513</u>	<u>20,214</u>	<u>50,000</u>	<u>29,786</u>	<u>0</u>	<u>29,786</u>	<u>40.4%</u>	<u>0</u>
Net Expenditure	<u>(48,513)</u>	<u>(20,214)</u>	<u>(50,000)</u>	<u>(29,786)</u>				
<u>120 Outdoor Recreation</u>								
1200 OR - Fees & Charges	4,341	4,044	4,400	356			91.9%	
Outdoor Recreation :- Income	<u>4,341</u>	<u>4,044</u>	<u>4,400</u>	<u>356</u>			<u>91.9%</u>	<u>0</u>
380 OR-Water Meter Charges	2,676	721	2,000	1,279		1,279	36.1%	
4385 OR-Electricity	1,509	583	1,100	517		517	53.0%	
4390 OR-Gas	1,795	692	1,500	808		808	46.1%	
4395 OR-Pavilion Cleaning/Decor.	0	0	100	100		100	0.0%	
4405 OR-Miscellaneous Services	243	0	500	500		500	0.0%	
4415 OR-Repairs & Maint Buildings	1,605	50	5,000	4,950		4,950	1.0%	
4420 OR-External Decorations	0	0	500	500		500	0.0%	
4425 OR-Electrical Repairs	360	0	500	500		500	0.0%	
4430 OR-Fire Fighting Equipment	195	0	500	500		500	0.0%	
4435 OR-Equipment Purchase	0	372	500	128		128	74.4%	
4436 Legionella	1,014	205	1,000	795		795	20.5%	
4445 OR-Internal Decoration	0	0	250	250		250	0.0%	
Outdoor Recreation :- Indirect Expenditure	<u>9,397</u>	<u>2,623</u>	<u>13,450</u>	<u>10,827</u>	<u>0</u>	<u>10,827</u>	<u>19.5%</u>	<u>0</u>
Net Income over Expenditure	<u>(5,056)</u>	<u>1,421</u>	<u>(9,050)</u>	<u>(10,471)</u>				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
121 Footpath Maintenance								
4046 Lenghtsman Salary	1,523	768	1,500	732		732	51.2%	
Footpath Maintenance :- Indirect Expenditure	<u>1,523</u>	<u>768</u>	<u>1,500</u>	<u>732</u>	<u>0</u>	<u>732</u>	<u>51.2%</u>	<u>0</u>
Net Expenditure	<u>(1,523)</u>	<u>(768)</u>	<u>(1,500)</u>	<u>(732)</u>				
125 Allotments								
1205 ALL - Rents	1,720	2,002	1,700	(302)			117.8%	
1305 Allotment Deposit	(59)	0	0	0			0.0%	
1310 Key Deposit	(15)	0	0	0			0.0%	
Allotments :- Income	<u>1,646</u>	<u>2,002</u>	<u>1,700</u>	<u>(302)</u>			<u>117.8%</u>	<u>0</u>
4455 ALL-Water Meter Charges	864	307	1,500	1,193		1,193	20.5%	
4460 ALL-Repairs & Maintenance	368	208	500	292		292	41.7%	
Allotments :- Indirect Expenditure	<u>1,232</u>	<u>515</u>	<u>2,000</u>	<u>1,485</u>	<u>0</u>	<u>1,485</u>	<u>25.8%</u>	<u>0</u>
Net Income over Expenditure	<u>414</u>	<u>1,487</u>	<u>(300)</u>	<u>(1,787)</u>				
130 Parish Hall								
1210 PH - Rents	27,744	11,837	25,000	13,163			47.3%	
1400 Feed in Tariff	992	533	1,000	467			53.3%	
1401 RHI	6,337	3,128	5,000	1,872			62.6%	
Parish Hall :- Income	<u>35,073</u>	<u>15,498</u>	<u>31,000</u>	<u>15,502</u>			<u>50.0%</u>	<u>0</u>
4470 PH-Wages	22,027	7,487	21,000	13,513		13,513	35.7%	
4471 PH-Tax/NI/Pension Contribution	1,143	686	4,608	3,922		3,922	14.9%	
4475 PH-Casual Car User	0	0	200	200		200	0.0%	
4480 PH-Clothing & Uniforms	0	0	100	100		100	0.0%	
4485 PH-NNDR	641	418	800	382		382	52.2%	
4490 PH-Metered Water Charge	543	605	900	295		295	67.2%	
4495 PH-Electricity	1,437	859	2,000	1,141		1,141	42.9%	
4500 Fuel	4,796	1,726	5,500	3,774		3,774	31.4%	
4505 PH-Cleaning Materials	525	123	500	377		377	24.6%	
4510 PH-Energy Efficiency	11	0	0	0		0	0.0%	
4520 PH-Refuse Collection	1,093	1,058	1,200	142		142	88.1%	
4525 PH-Telephones	466	223	250	28		28	89.0%	
4530 PH-Printing & Stationery	0	64	0	(64)		(64)	0.0%	
4535 PH-Repairs & General Maint.	18,988	1,234	6,000	4,766		4,766	20.6%	
4540 PH-Vandalism Repairs	0	0	250	250		250	0.0%	
4545 PH-Internal Decoration	247	25	500	475		475	5.0%	
4555 PH-External Decoration	19	0	500	500		500	0.0%	
4560 PH-Electrical Repairs	240	0	800	800		800	0.0%	

12:23 Detailed Income & Expenditure by Budget Heading 11/09/2019

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4565 PH-Fire Fighting Equipment	923	0	500	500		500	0.0%	
4570 PH-Fire Alarm	1,160	0	200	200		200	0.0%	
4575 PH-Equipment Purchases	7,418	359	700	341		341	51.3%	
4580 PH-Equipment Maintenance	63	0	500	500		500	0.0%	
4590 PH-Service Administration	0	0	100	100		100	0.0%	
4591 PH Legionella	509	45	305	260		260	14.8%	
Parish Hall :- Indirect Expenditure	62,249	14,910	47,413	32,503	0	32,503	31.4%	0
Net Income over Expenditure	(27,176)	588	(16,413)	(17,001)				
135 Old Council Offices								
1106 OCO Office	4,420	1,105	4,000	2,895			27.6%	
1215 OCO - Rents	9,424	4,633	9,000	4,367			51.5%	
Old Council Offices :- Income	13,843	5,738	13,000	7,262			44.1%	0
4600 OCO-Wages	4,746	2,515	6,500	3,985		3,985	38.7%	
4601 Tax/NI/Pension Contribution	1,333	610	1,200	590		590	50.8%	
4610 OCO-Clothing & Uniforms	0	0	50	50		50	0.0%	
4615 OCO-NNDR	624	318	650	332		332	49.0%	
4620 OCO-Water Charges	147	0	350	350		350	0.0%	
4625 OCO-Electricity	559	210	650	440		440	32.3%	
4630 OCO-Gas	1,197	437	1,500	1,063		1,063	29.1%	
4635 OCO-Cleaning Materials	283	109	300	191		191	36.2%	
4640 OCO-Refuse Collection	436	438	400	(38)		(38)	109.5%	
4645 OCO-Repairs & Maintenance	316	1,275	1,500	225		225	85.0%	
4650 OCO-Electrical Repairs	50	0	300	300		300	0.0%	
4655 OCO-Fire Fighting Equipment	111	60	500	440		440	12.0%	
4660 OCO-Grounds	0	0	250	250		250	0.0%	
4665 OCO-Miscellaneous	0	0	250	250		250	0.0%	
4670 OCO-Equipment Maintenance	63	37	500	463		463	7.4%	
4675 OCO-Equipment Purchases	43	105	500	395		395	21.0%	
4676 OCO Telephone /Broadband	556	127	700	573		573	18.1%	
4677 OCO Legionella	270	0	200	200		200	0.0%	
Old Council Offices :- Indirect Expenditure	10,734	6,240	16,300	10,060	0	10,060	38.3%	0
Net Income over Expenditure	3,109	(502)	(3,300)	(2,798)				
201 Jacksdale Community Centre								
1250 JCC - Rents	8,670	4,110	7,000	2,890			58.7%	
1251 Feed in tariff	268	172	250	78			68.8%	
Jacksdale Community Centre :- Income	8,938	4,282	7,250	2,968			59.1%	0

Detailed Income & Expenditure by Budget Heading 11/09/2019

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4715 JCC-Wages	8,653	3,410	9,000	5,590		5,590	37.9%	
4716 JCC - NI/Pension	1,631	727	2,000	1,273		1,273	36.3%	
4725 JCC-Clothing & Uniforms	0	0	100	100		100	0.0%	
4730 JCC-NNDR	429	218	600	382		382	36.4%	
4735 JCC-Metered Water Charge	407	93	400	307		307	23.2%	
4740 JCC-Gas	789	305	800	495		495	38.1%	
4745 JCC-Electricity	508	198	550	352		352	36.0%	
4755 JCC-Cleaning Materials	363	114	350	236		236	32.4%	
4765 JCC-Telephone	345	136	500	364		364	27.2%	
4770 JCC-Repairs & Maintenance	1,024	747	2,000	1,253		1,253	37.3%	
4775 JCC-Vandalism Repairs	0	0	500	500		500	0.0%	
4780 JCC-Internal Decorations	298	0	250	250		250	0.0%	
4785 JCC-Electrical Repairs	548	90	500	410		410	18.0%	
4790 JCC-Fire Fighting Equipment	577	0	500	500		500	0.0%	
4795 JCC-Fire Alarm	0	60	150	90		90	40.0%	
4800 JCC-Refuse Collection	380	383	600	217		217	63.9%	
4805 JCC-Miscellaneous	0	0	100	100		100	0.0%	
4815 JCC-Equipment Purchases	183	13	300	287		287	4.3%	
4820 JCC-Equipment Maintenance	0	0	100	100		100	0.0%	
4821 JCC Legionella	432	45	450	405		405	10.0%	
Jacksdale Community Centre :- Indirect Expenditure	16,566	6,539	19,750	13,211	0	13,211	33.1%	0
Net Income over Expenditure	(7,628)	(2,256)	(12,500)	(10,244)				
301 Underwood Community Centre								
1300 UCC - Rents	14,600	5,796	12,000	6,204			48.3%	
1301 Feed in tariff	458	491	500	9			98.2%	
Underwood Community Centre :- Income	15,058	6,287	12,500	6,213			50.3%	0
4870 UCC-Wages	8,886	3,087	9,000	5,913		5,913	34.3%	
4871 UCC- NI/Pension	573	783	1,600	817		817	49.0%	
4880 UCC-Clothing & Uniforms	26	0	150	150		150	0.0%	
4885 UCC-NNDR	281	142	400	258		258	35.6%	
4890 UCC-Metered Water Supply	303	146	400	254		254	36.5%	
4895 UCC-Electricity	492	222	600	378		378	37.0%	
4900 UCC-Gas	661	225	600	375		375	37.6%	
4910 UCC-Cleaning Materials	321	113	300	187		187	37.7%	
4915 UCC-Refuse Collection	810	812	900	88		88	90.2%	
4925 UCC-Telephones	437	196	550	354		354	35.6%	
4930 UCC-Repairs & Maintenance	2,643	562	2,500	1,938		1,938	22.5%	
4935 UCC-Vandalism Repairs	0	0	250	250		250	0.0%	

Month No: 5

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4940 UCC-Electrical Repairs	370	0	750	750		750	0.0%	
4945 UCC-Internal Decorations	425	0	400	400		400	0.0%	
4950 UCC-Fire Fighting Equipment	493	20	500	480		480	4.0%	
4955 UCC-Fire Alarm	0	0	100	100		100	0.0%	
4960 UCC-Equipment Maintenance	63	0	100	100		100	0.0%	
4965 UCC-Miscellaneous	0	67	200	133		133	33.4%	
4970 UCC-Equipment Purchases	76	0	200	200		200	0.0%	
4971 UCC Legionella	270	0	300	300		300	0.0%	
Underwood Community Centre :- Indirect Expenditure	17,129	6,376	19,800	13,424	0	13,424	32.2%	0
Net Income over Expenditure	(2,071)	(89)	(7,300)	(7,211)				
Grand Totals:- Income	440,584	209,422	314,011	104,589			66.7%	
Expenditure	366,972	161,051	357,295	196,244	0	196,244	45.1%	
Net Income over Expenditure	73,612	48,371	(43,284)	(91,655)				
plus Transfer from EMR	0	17,430						
Movement to/(from) Gen Reserve	73,612	65,801						

SELSTON PARISH COUNCIL

Minutes of the Strategic Planning & Finance Committee held at Selston Parish Hall on
Tuesday 12th September 2019 at 12.30pm.

Committee members present

Cllr S Fletcher, Cllr J O'Byrne Chair of Finance Committee, Cllr Sue Jackson Cllr R Young, Cllr D Justice,
Cllr D Hodgman and Cllr S Wilson

Also present Clerk – Lisa Simpson and Cllr S Hey

1. To receive apologies for absence

Cllr P Pilgrim

2. To receive declarations of interest

Cllr S Jackson – Jacksdale picnic bench non pecuniary, Cllr S Fletcher, Cllr S Wilson, Cllr D Justice
Christmas Committee Accounts – non pecuniary

3. To approve Minutes of last meeting held 9th July 2019

The Minutes were approved and the following points noted

The funds held by the Christmas Committees were noted and agreed with the Parish Council
Accounts.

It was agreed to advertise locally the office space at the Old Council Offices and call it premises
rather than Office.

We are awaiting delivery of the picnic bench from Broxap

4. To consider purchase or lease of an electric van

The Clerk informed that electric Nissan NV200 could be purchased for £23,232 which includes the
government grant of £8000. Lease is £249 per month, Contract Hire £255 per month and Contract
Hire maintained £265 per month terms are available from 2 to 5 years.

After discussion it was agreed to obtain a quote for 2 years Contract Hire and Insurance for the full
council meeting on the 30th September 2019.

Pros and Cons of Electric vans to be emailed to all councillors.

5. External Auditor Report & Notice of Conclusion of Audit

Report was read out stating that except for a typographical error in box 4 for the previous year it
was the Auditors opinion the information in Sections 1 and 2 of the AGAR is in accordance with
proper practices and no other matters have come to their attention giving cause for concern that
relevant legislation and regulatory requirements have not been met.

The Clerk informed that the Notice of Conclusion of Audit is on the website and on the Notice board.

6. July and August 2019 Accounts

The July 2019 Accounts were approved and as the August Accounts has only just been presented
they will be reviewed at the Full Council meeting on 30th September 2019.

Pension Strain payment of £2487.56 has been made due to an employee leaving before retirement
age. There is sufficient funds in the Wages budget as not all current employees are in the Pension
Scheme.

Payment of £3496 towards Jacksdale MUGA and £15604 towards Underwood Skate Park has been
made to Ashfield District Council.

7. To consider quotes for parking deterrent on Portland Green

The options of a hedge or wooden 'birds mouth' type fencing were discussed and it was agreed that
the fencing would be more suitable.

The Clerk was delegated to accept the cheapest quote.

8. To consider the Tenancy Management of 35 Mansfield Rd and outstanding repairs

The Clerk read out a letter from the Tenants and photos taken by the Admin Assistant were viewed.

It was agreed to obtain quotes for a new bathroom which will be presented at the Full Council meeting on the 30th September 2019.

9. Grazing Land at New Selston – clarification of access required

This item will be discussed at the next Full Council meeting on 30th September 2019.

10. To approve payment of Jack Moody retention invoice for Underwood Recreation Ground

The Clerk explained that the project manager from Greater Nottingham Ground works had signed the Final Certificate in July 2019 for works done in June 2015 which had generated an invoice for £1575.81 plus VAT. The Clerk was instructed not to pay the invoice and to contact the project manager and ask if an inspection had been done as the boardwalk had never been repaired.

11. To consider quotation from new telephone and broadband provider

The Clerk presented the quotation from Midshire who also provide our photocopier and mobile phones. The quote offers a monthly saving of £4.10 with the promise of good customer service and a dedicated Account Manager. It was agreed to switch provider when the current contract expires in October. The Clerk was also asked to obtain a quote for another phone in the office.

12. To review Management Agreement between Selston Parish Council and Selston Parish Village Halls Charity

The separate license required for the rbs Accounts package was approved with a set up fee of £150 and an extra £144 per annum.

The bank mandate for the Charity Account will be signed at the next Trustee meeting on Monday 23rd September 2019.

All transactions for income and expenditure of the Charity will be done through the new bank account. It was suggested that the Parish Council makes a monthly donation to the Charity to cover any shortfall, which will be put on the Agenda of the next Full Council meeting on 30th September.

Meeting Closed at 3.05pm

Selston Parish Council – Planning Matters for September 2019

Ref No.	Applicant	Location	Proposal	ADC Decision	Valid Date
V/2019/0473	Mr & Hall	Westwood United Reform Church Palmerston Street, Westwood	Change of Use From Church Hall to Dwelling. Demolition of Rear Extension and Creation of a One and a Half Storey Rear Extension	Full Application - Withdrawn	29/07/2019
V/2019/0482	The Property Surgery Ltd	Land Adjacent 104 Church Lane, Underwood	Dwelling	Full Application - Conditional Consent	29/07/2019
V/2019/0513	Mr Draper	New Selston Methodist Church Station Road, Selston	Application for Approval of Details Reserved by Condition 9 of Planning Permission V/2018/0203 - Materials and Finishes	PENDING	12/08/2019
V/2019/0522	Nottinghamshire County Council	Jacksdale Primary School Main Road, Jacksdale	To Retain Temporary Classroom, Known as Building 5 Until 31st August 2022	NCC No Objections	08/08/2019
V/2019/0526	Mr & Trafford	Land adj 308 Nottingham Road, Selston	Outline Application With Associated Access	PENDING	19/08/2019
V/2019/0529	Mr Brudell	Felley Priory Felley Priory, Underwood	Demolition of Conservatory	PENDING	16/08/2019
V/2019/0530	Mr Wilson	26 Nottingham Road, Selston	Thermal Insulation and External Alterations	PENDING	13/08/2019
V/2019/0531	Mr Beer	Sycamore House, 108 Church Lane, Underwood	Change of Use of Outbuilding to Dwelling, Excavation of Existing Parking Area to Form New Lower Level Rooms and Mezzanine Floor Above, New Entrance Porch and Parking	PENDING	13/08/2019
V/2019/0535	Mr Bruce	105 Main Road, Jacksdale	Applications For Approval of Details Reserved by Condition 2 - Materials of Planning Permission V/2015/0639	Conditional Discharge Application Determined	14/08/2019

X/2019/0032	Mrs Chambers	195 Alfreton Road, Underwood	Notification For Prior Approval For Proposed Larger Home Extension For a Single Storey Rear Extension	Householder Prior Approval Not Required	05/08/2019
V/2019/0506	Mrs Hazard	106 Lower Bagthorpe, Bagthorpe	Application for a Non-Material Amendment Following Grant of Planning Permission V/2017/0064 to Allow Minor Design Amendments to East Gable and Minor Change to Fenestration	PENDING	29/08/2019
V/2019/0563	Ms Hilden	134 Main Road, Underwood	Application For Approval of Details Reserved By Conditions 2 - Materials, 5 - Boundary Treatment and 8 - Phase 1 Ground Report of Planning Permission V/2018/0758	PENDING	04/09/2019
V/2019/0572	E I Group PLC	Red Lion 134 Church Lane, Underwood	3 Illuminated Signs	PENDING	06/09/2019
V/2019/0573	Mr & Myers	173 Wagstaff Lane, Jacksdale	Single and Two Storey Extension to Front and Two Storey Side Extension	PENDING	06/09/2019
X/2019/0038	Ms Combes	38 Royal Oak Drive, Selston	Single Storey Rear Extension With Pitch Roof	PENDING	10/09/2019
V/2019/0568	Mr Tinklin	36 School Road, Bagthorpe	Change of Use of Annexe (C3) to Holiday Let (C1)	PENDING	13/09/2019
V/2019/0580	Mr Swain	Felley Alpacas Felley Mill Lane South, Underwood	Porch	PENDING	11/09/2019
V/2019/0583	Mr Martinez-Moore	143a Main Road, Underwood	First Floor Extension to Front, New Porch and Conservatory to Rear	PENDING	16/09/2019
V/2019/0601	Mr Ranby	10 Larch Close, Underwood	Detached Garden Building to Rear	PENDING	23/09/2019