



Minutes | Thursday 14th March 2024 | 7:00 PM Education Room, Welbeck,

In Attendance

Cllr. Nancy Wright (Chairman)
Cllr. Jackie Cuckson
Cllr. Shelia Brailsford
Cllr. Georgina Smith

Cllr. Gemma Palmer
Cllr. Stacie Cuckson
Cllr. Conor Marples

Cllr. Matthew Evans
Cllr. Kelvin Wright
Cllr. James Palmer

NCHW/27/24 Apologies for Absence:

Apologies were received from Cllr. David Wall

NCHW/28/24 Declaration of Interest:

No declarations of interest were received.

NCHW/29/24 To approve the minutes of the Full Council meeting held on Thursday, 8th February 2024 (Page 2) AND the minutes of the Extra-Ordinary Full Council meeting held on Wednesday, 21st February 2024:

Cllr. Smith raised that no action appears to have been taken by the landowner regarding the collapsed at Spinks Farm.

The minutes of the meetings held on 8th and 21st February were proposed by Cllr. J. Cuckson and seconded by Cllr. K. Wright and agreed upon unanimously.

NCHW/30/24 Questions from Members of The Public:

No members of the public were in attendance.

NCHW/31/24 District & County Councillors Reports:

The District and County Councillors were absent, and no reports were provided.

NCHW/32/24 Planning Applications:

23/01460/PAN [Councillors made no comment]

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a) Appointment of Interim Proper Officer AND RFO:

It was proposed by Cllr. J. Cuckson and seconded by Cllr. K. Wright that Cllr. Evans be appointed interim Proper Officer and Responsible Financial Officer for the Council until the Council employs a new Clerk. This was agreed upon unanimously.

b) A60:

Cllr. G. Palmer presented her report to the Council on her investigations into the issue of highway safety on the A60.

Cllr. G. Palmer proposed that the Parish Council begin recording data on traffic collisions and incidents for members of the public to report via the Council's website. The council also began scoping works for the implementation of Speed Indicator Devices (SIDs) and approached VIA East Midlands to re-conduct the traffic assessment of Baker's Lane during term time.

This proposal was seconded by Cllr. J. Palmer and agreed upon unanimously.

c) E-Mail Transition Deadline:

Cllr. Evans informed the Council that it appeared that the majority of Councillors had now made the transition to the new .Gov.uk domain. Cllr. Evans proposed that the Council set a firm deadline for remaining Councillors to transition to the new system by 31st March 2024 after which all correspondence shall only be done via the new system.

This was seconded by Cllr. Marples and agreed upon unanimously.

d) Norton Play Park:

Cllr. Brailsford reported that the fence in the Norton Playpark is broken and poses a risk to local users. Cllr. Evans agreed to report this to Bassetlaw District Council.

Cllr. Marples reported to the Council on his work on identifying funding for improvements to the Playpark in Cuckney.

e) Noticeboards:

Cllr. N. Wright updated the Council that the new noticeboards for Holbeck have now been ordered and will be in the original cream colour, like the original boards.

f) Church Bench:

Cllr. N. Wright informed the Council that the new bench for the PCC has not been ordered yet due to the transfer of the bank accounts. The new bench will be ordered as soon as access has been restored.

g) Fly-Tipping & Dog Fouling:

Cllr. J. Palmer updated the Council on his efforts in relation to fly-tipping and dog fouling. Cllr. Palmer is still waiting on Bassetlaw District Council to confirm a date and time to discuss the Parish's concerns, with no response from District Councillor Charles Adam's yet been received. Cllr. Palmer will continue to chase BDC for the meeting in order to progress the Council's efforts.

Cllr. Brailsford reported that a fly-tip in Norton which she reported had now been cleared by BDC.

h) D-Day Event:

Cllr. N. Wright updated the Council on the preparations for the upcoming D-Day celebration event to be held by the Parish Council. The Council will be holding an exclusive screening of "The Last Great Escaper", which will be screened at Norton and Cuckney Village Hall with funds going to the Royal British Legion.

i) Financial Regulations:

Cllr. Evans proposed that the Parish Council adopt the draft financial regulations. This was seconded by Cllr. Marples and agreed upon unanimously.

j) Standing Orders:

Cllr. Evans proposed amending the Standing Orders of the Council to allow the Clerk to respond to a request for comment should the Council be unable to meet. This was seconded by Cllr. J. Palmer and agreed upon unanimously.

"In the event that the Council is unable to meet to respond to a request for comment regarding statutory or consultee consultation, the Clerk is authorized to respond on behalf of the Council following a consultation with members via e-mail. The response shall represent the majority consensus."

k) Action Register:

Cllr. Evans proposed that the Council adopt a 'Action Register' to be maintained by the Clerk in order to track the progress of the Council in relation to the projects it has embarked upon. This was seconded by Cllr Brailsford and agreed upon unanimously.

l) Mapping Software:

Cllr. Evans proposed that the Council purchase mapping software from Parish Online in order to complement the Council's current website package with them and in order to better facilitate the Council's tracking of assets and enable the production of maps for the public benefit. This was seconded by Cllr. J. Cuckson and agreed upon unanimously.

NCHW/34/24

Members of the press and the public were excluded from the meeting during the following agenda items by reason of the confidential nature of the items of business to be transacted. This is in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Schedule 12A (Access to Information) of the Local Government Act 1972.

a) To receive and accept a report from the Cuckney Car Park Exploratory Committee

Cllr. J. Palmer presented the Cuckney Car Park Exploratory Committee's final report on the feasibility of the Parish Council taking on the project.

Cllr. J. Palmer proposed that the Committee's report be accepted in full, and that its recommendation of the establishment of a "Capital Project Delivery Committee" be established as a successor committee. This was seconded by Cllr. Smith and agree upon unanimously.

The Committee's membership shall be comprised of:

Cllr. James Palmer
Cllr. Georgina Smith
Cllr. Nancy Wright
Cllr. Conor Marples

b) HR Committee Update

The Chairman of the HR Committee, Cllr. K. Wright updated the Council on the progress the Committee has made in relation to the TUPE transfer. Following the departure of the Clerk, this process has now been concluded, and all staff now have contracts in the name of the new authority. The Committee has now begun the process of employing a new Clerk & RFO in order to fill the position permanently.

Cllr. K. Wright further updated the Council on the progress the Committee has made regarding the Council's instruction to review staffing expenditures. The Committee has begun a consultation with staff on potential changes to their terms of employment and is awaiting the outcome of the first consultation stage.

The Committee will report back to the Council once this consultation stage has concluded and on possible recommendations and courses of action to be taken.

NCHW/35/24

Finances:

a) Approval of Payments

It was proposed by Cllr. G. Palmer and seconded by Cllr. J. Cuckson that the payments (attached) be approved. This was agreed upon unanimously.

b) Approval of Bank Reconciliation (April 2023 – February 2024)

Cllr. Evans asked that the item be deferred until the next meeting.

c) Approval of Statement of Accounts

It was proposed by Cllr. K. Wright and seconded by Cllr. J. Cuckson that the Statement of Accounts be approved. This was agreed upon unanimously.

d) Appointment of Internal Auditor

It was proposed by Cllr. G. Palmer, the acting clerk should be authorised to appoint an internal auditor for the current fiscal year. This was seconded by Cllr. J. Cuckson and agreed upon unanimously.

e) VAT Reclaim Approval

It was proposed by Cllr. Evans that the Council submit its annual VAT reclaim this was seconded by Cllr. Marples and agreed upon unanimously.

NCHW/36/24

Correspondence

There were no items of correspondence discussed.

NCHW/37/24

Items to be added (or carried forward) to the Agenda of the next meeting.

- Annual Bank reconciliation
- Newsletter

NCHW/38/24

To confirm the date and time of the next meeting as Thursday, 11th April 2024 at 7:00PM

The meeting was closed by the Chairman at 21:03

Chairman's Signature _____ | Date _____

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