



NORTON · CUCKNEY · HOLBECK and WELBECK

# PARISH COUNCIL

## ANNUAL PARISH MEETING

Pursuant to the Local Government Act 1972, parishioners of Norton, Cuckney, Holbeck and Welbeck are hereby invited to attend the next annual meeting of Norton, Cuckney, Holbeck and Welbeck Parish to be held at Norton and Cuckney Village Hall, on Thursday 9th May 2024 at 7:00 PM

### AGENDA

<b>NCHW/1/24</b>	Chairman's welcome
<b>NCHW/2/24</b>	To receive apologies of absence
<b>NCHW/3/24</b>	To approve the minutes of the Annual Parish Meeting held on xx May 2023
<b>NCHW/4/24</b>	Item's raised by Parishioners

**Cllr Nancy Wright**  
**Chairman of the Parish**  
**Norton, Cuckney, Holbeck and Welbeck**

*287 Portland Road, Nether Langwith, Mansfield, Nottinghamshire, NG20 9EZ*

*Dated: Thursday 2<sup>nd</sup> May 2024*

E-Mail: [cldr.matthew.evans@nortoncuckneyholbeckwelbeckparishcouncil.gov.uk](mailto:cldr.matthew.evans@nortoncuckneyholbeckwelbeckparishcouncil.gov.uk)

Website: [www.nortoncuckneyholbeckwelbeckparishcouncil.gov.uk](http://www.nortoncuckneyholbeckwelbeckparishcouncil.gov.uk)

Telephone: 07511 904 014

# **Norton, Cuckney, Holbeck and Welbeck Parish Council**

## **Minutes of the Annual Parish Meeting held on 11<sup>th</sup> May 2023 at 7.00 p.m.**

There were no members of the public present.

### **1. Apologies for absence**

Apologies were received from Councillor G Smith and District Councillor Adams.

### **2. Items raised by parishioners**

There were no parishioners present.

Meeting closed at 7.03pm



## FULL COUNCIL MEETING

Pursuant to Schedule 12 of the Local Government Act 1972, Councillors are hereby summoned to attend the Annual General Meeting of Norton, Cuckney, Holbeck, and Welbeck Parish Council to be held on Thursday, 11<sup>th</sup> April 2024, at Norton & Cuckney Village Hall at 7:15PM.

### AGENDA

<b>NCHW/01/24</b>	Election of Chairman for the ensuing year 2024/2025
<b>NCHW/02/24</b>	Election of Vice Chairman for the ensuing year 2024/2025
<b>NCHW/03/24</b>	Sign Declarations of Acceptance of Office – Chairman and Vice Chairman
<b>NCHW/04/24</b>	To receive apologies of absence
<b>NCHW/05/24</b>	To receive declarations of interest
<b>NCHW/06/24</b>	To approve the minutes of the Full Council meeting held on Thursday, 11 <sup>th</sup> April 2024 (Page )
<b>NCHW/07/24</b>	Questions from members of the public:  To allow a twenty-minute open forum (if required) for any members of the public to speak on matters affecting the Parish in accordance with section 3.e of the Council's standing orders.  Members declaring a disclosable pecuniary interest who wish to make representation or give evidence under the Code of Conduct relating to agenda items shall do so at this stage.
<b>NCHW/08/24</b>	Reports from the District and County Councillors and Nottinghamshire Police
<b>NCHW/09/24</b>	To consider any relevant planning applications (page )
<b>NCHW/10/24</b>	To consider new business and receive updates about progress on existing resolutions:  a) HR Committee Update b) Jubilee Garden c) Equipment for Clerk (Mobile phone and Laptop) d) Sickness Policy

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- e) Five-Year Strategy Plan
  - f) Village Booking System
- NCHW/11/24** To receive updates on projects assigned to the Action Register and to consider the addition or removal of projects. (page )
- NCHW/12/24** Finances:
- a) Approval of Payments
  - b) Approval of Bank Reconciliation
  - c) Approval of Statement of Accounts
  - d) Approval of Asset Register
  - e) Approval of Risk Register
- NCHW/13/24** Year End
- a) To receive and accept the Internal Auditor Report
  - b) To agree that a Limited Assurance Review is required
  - c) To review and sign the Annual Governance Statement for 2023/2024
  - d) To review and sign the Accounting Statement for 2023/2024
  - e) Elector's Rights – to note and agree that dates of the Exercise of Public Rights as Monday 3<sup>rd</sup> of June 2024 and ending on Friday 12 July 2024.
  - f) To acknowledge the loss of the General Power of Competence in accordance with the Localism Act 2011.
- NCHW/14/24** To review, amend, create and approve the Council's core documents
- a) Council's Standing Orders
  - b) Council's Code of Conduct
  - c) Council's Financial Regulations
  - d) Council's Complaints Procedure
  - e) Council's Equal Opportunities and Diversity
  - f) Council's Privacy Policy
  - g) Council's Data Protection Policy
  - h) Creation of New Policies
- NCHW/15/24** Correspondence:
- NCHW/16/24** Items to be added (or carried forward) to the Agenda of the next meeting.
- NCHW/17/24** To confirm the date and time of the next meeting as Thursday, 13<sup>th</sup> June 2024 at 7:00PM



**Cllr Matthew Evans**

**Acting Clerk & Proper Officer**

**Norton, Cuckney, Holbeck and Welbeck Parish Council**

*287 Portland Road, Nether Langwith, Mansfield, Nottinghamshire, NG20 9EZ*

*Dated: Thursday 2<sup>nd</sup> May 2024*

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# PARISH COUNCIL

## Minutes | Full Council Meeting | Thursday 11<sup>th</sup> April 2024 7:00 PM | Education Room, Welbeck

### In Attendance

Cllr. Nancy Wright (Chairman)  
Cllr. David Wall (Vice Chairman)  
Cllr. Georgina Smith

Cllr. Gemma Palmer  
Cllr. Conor Marples  
Cllr. James Palmer

Cllr. Matthew Evans  
Cllr. Kelvin Wright  
Cllr. Jackie Cuckson

- NCHW/38/24** To receive apologies of absence  
Apologies for the absence were received by Cllr. Helen Reynolds, who has tendered her resignation from Cllr. Shelia Brailsford.
- NCHW/39/24** To receive declarations of interest  
No declarations of interest were received.
- NCHW/40/24** To approve the minutes of the Full Council meeting held on Thursday 14<sup>th</sup> March 2024  
The minutes of the previous meeting were proposed by Cllr. Cuckson and seconded by Cllr. G. Palmer and agreed upon unanimously.
- NCHW/41/24** Questions from Members of The Public:  
No members of the public were in attendance.
- NCHW/42/24** District & County Councillors Reports:  
The District and County Councillors were absent, and no reports were provided.
- NCHW/43/24** Planning Applications:  
No planning applications were considered.
- NCHW/44/24** New Business  
a) Norton & Cuckney Village Hall (Appointment of Trustees)

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It was proposed by Cllr. Evans and seconded by Cllr. Smith that Cllr. Cuckson and Cllr. Wall be appointed the Parish Council's representatives to the Cuckney Village Hall Charity as part of the Council's corporate trusteeship. This was agreed upon unanimously.

It was further proposed by Cllr. Marples and seconded by Cllr. G. Palmer that the Council enter into a service agreement with the Charity to provide secretarial and admin services to the charity. This was agreed upon unanimously.

b) Local Government Boundary Commission Submission

It was proposed by Cllr. Evans that the Council submit a representation to the Local Government Boundary Commission for England the views of the Parish Council in relation to the ongoing boundary review of the District Council wards within the Bassetlaw District Council area. The submission would set out the Council's desire that the new ward, which represents the Parish, remain purely rural and not enter into the Worksop area. This was seconded by Cllr. J. Palmer and agreed upon unanimously.

c) Newsletter

Cllr. N. Wright and Cllr. Cuckson updated the Council on the new delivery details for the Parish newsletter.

**NCHW/45/24** To receive updates on projects assigned to the Action Register and to consider the addition or removal of projects.

The Action Register was updated with the progress of projects.

**NCHW/46/24** Finances:

a) Approval of Payments

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

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

It was proposed by Cllr. J. Palmer and seconded by Cllr. Cuckson that the reconciliation be approved. This was agreed upon unanimously.

c) Approval of Statement of Accounts

It was proposed by Cllr. J. Palmer and seconded by Cllr. Cuckson that the reconciliation be approved. This was agreed upon unanimously.

- NCHW/47/24** | Correspondence
- The Council considered a request from the Villages of Welbeck Association for permission to display a sign on the railings of the Jubilee Community Garden to advertise the upcoming craft fair at Lady Margaret Hall. It was proposed by Cllr. N. Wright and seconded by Cllr. G. Palmer that permission be granted, this was agreed upon unanimously.
- NCHW/48/24** | Items to be added (or carried forward) to the Agenda of the next meeting.
- Bye Laws
- NCHW/49/24** | To confirm the date and time of the next meeting as Thursday, 9<sup>th</sup> April 2024 at 7:00PM
- The meeting was closed by the Chairman at 20:23**

Chairman's Signature \_\_\_\_\_ | Date \_\_\_\_\_



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# PARISH COUNCIL

## Norton, Cuckney, Holbeck, and Welbeck Parish Council Planning Appendix

Councillors are advised that any comments should be consistent with NPPF [National Planning Policy Framework], and the Norton, Cuckney, Holbeck, and Welbeck Neighbourhood Plan 2017.

Objections based on any of the following are not relevant or material planning considerations and cannot be taken into consideration: Loss of view, Loss of property value, Boundary/land ownership disputes, Private rights of way, Competition, Moral objection, Tenure or Covenants.

REF	DATE	ADDRESS AND PROPOSAL
24/00473/CTP	25/04/2024	Brookfield House Creswell Road Cuckney Nottinghamshire NG20 9LX - Lawful Development Certificate for a Proposed Single Storey Rear Extension



# Show reconciled transactions (Norton, Cuckney, Holbeck and Welbeck Parish Council 2024-2025)

## Norton, Cuckney, Holbeck and Welbeck Parish Council

Details of bank reconciliation dated 30/04/2024 for Current Account

Date	Type	Reference	Supplier / customer	Description	Amount
<b>Opening statement balance</b>					<b>767.84</b>
<b>Reconciled transactions</b>					
08/04/2024	Payment	BACS	HMRC	Employer NIC	-10.50
08/04/2024	Payment	BACS	Sustainable Furniture	St Winifred's Bench	-465.00
12/04/2024	Payment	BACS	HMRC	Employer NIC	-174.08
12/04/2024	Transfer	BACS		Precept Transfer	-7000.00
12/04/2024	Receipt	BACS	Bassetlaw District Council	Precept (1st Payment)	8187.50
15/04/2024	Payment	BACS	Nancy Wright	Lengthsman Trousers	-31.75
15/04/2024	Payment	BACS	Nancy Wright	Lengthsman Boots	-94.99
15/04/2024	Payment	BACS	Parish Online	Mapping Software	-48.00
19/04/2024	Payment	BACS	EasyPC Accounts	Accounting Software	-78.00
19/04/2024	Payment	BACS	Nancy Wright	May Newsletter	-111.10
30/04/2024	Payment	BACS	S Pemberton	Salary Payment	-805.65
<b>Reconciled Balance</b>					<b>136.27</b>

# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mrs Nancy Wright  
Ellenbrook  
Cresswell Road  
Mansfield  
NG20 9LX

**Date:** 30/04/2024

**Account Name:** Norton Cuckney Holbeck and Welbeck Parish Council

**Swift Code (BIC):** NWBKGB2L

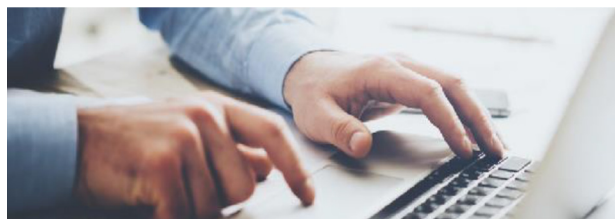
**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20355159

Your arranged overdraft limit is £0.00

Our unauthorised overdraft charges are changing from tracked rate of 25% above base rate to a fixed Nominal rate 25% EAR (Equivalent Annual Rate 28.39%). To find out more read our Overdrafts Key Features document and our Standard Service Tariff available at [www.unity.co.uk](http://www.unity.co.uk)



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](http://FSCS.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](http://unity.co.uk/fscs)

## Contact Us

Call us: **0345 140 1000**

Email us: [us@unity.co.uk](mailto:us@unity.co.uk)

Visit us: [unity.co.uk](http://unity.co.uk)

## Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/03/2024		Balance brought forward	£0.00	£0.00	£767.84
08/04/2024	Faster Payment Debit	B/P to: HMRC Cumbernauld	£10.50	£0.00	£757.34
08/04/2024	Faster Payment Debit	B/P to: Sustainable Furnit	£465.00	£0.00	£292.34
12/04/2024	Faster Payment Debit	B/P to: HMRC Cumbernauld	£174.08	£0.00	£118.26

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Statement number 134

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Registered Office: Four Brindleyplace, Birmingham, B1 2JB.  
Registered in England and Wales no. 1713124.  
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We invest in people Gold



Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
12/04/2024	Transfer	Transfer to 20376714	£7,000.00	£0.00	£-6,881.74
12/04/2024	Credit	BDCPAY	£0.00	£8,187.50	£1,305.76
15/04/2024	Faster Payment Debit	B/P to: Mrs N C Wright	£31.75	£0.00	£1,274.01
15/04/2024	Faster Payment Debit	B/P to: Mrs N C Wright	£94.99	£0.00	£1,179.02
15/04/2024	Faster Payment Debit	B/P to: Geosphere Ltd	£48.00	£0.00	£1,131.02
19/04/2024	Faster Payment Debit	B/P to: MiJan Ltd	£78.00	£0.00	£1,053.02
19/04/2024	Faster Payment Debit	B/P to: Mrs N C Wright	£111.10	£0.00	£941.92
30/04/2024	Faster Payment Debit	B/P to: Mr S Pemberton	£805.65	£0.00	£136.27

## Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

## Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

## What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

## Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

### Additional information

A copy of our interest rates can be found on our website – [unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)

A copy of our fees and charges can be found on our website – <https://www.unity.co.uk/terms-and-conditions/>

This information is also available by calling **0345 140 1000**.

**To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.**

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# Show reconciled transactions (Norton, Cuckney, Holbeck and Welbeck Parish Council 2024-2025)

## Norton, Cuckney, Holbeck and Welbeck Parish Council

Details of bank reconciliation dated 30/04/2024 for Reserve Account

<b>Date</b>	<b>Type</b>	<b>Reference</b>	<b>Supplier / customer</b>	<b>Description</b>	<b>Amount</b>
<b>Opening statement balance</b>					<b>26561.72</b>
<b>Reconciled transactions</b>					
12/04/2024	Transfer	BACS		Precept Transfer	7000.00
<b>Reconciled Balance</b>					<b>33561.72</b>



Norton Cuckney Holbeck and Welbeck Parish Council  
**Instant Access**  
60-83-01 • 20376714

Gross interest rate  
2.75 % 

Balance Available  
£ **33,361.72** £ **33,361.72**

Balances are correct as of 15:10 on 05 May 2024.

 Date	Description	Paid in	Paid out	Balance
12/04/24	Transfer from 20355159	<b>7,000.00</b>		

# Norton, Cuckney, Holbeck and Welbeck Parish Council

## Budget report from 1-Apr-2024 to 31-May-2024 (figures include VAT)

### All reserves

### Payments

	Budget	Period Actual	Variance
<b>Staffing Expenditure</b>			
Staff (Salaries)	2516.66	805.65	1711.01
Staff (PAYE)	0.00	184.58	-184.58
Staff (Training)	0.00	0.00	0.00
Staff (Expenses)	50.00	126.74	-76.74
<b>Total Staffing Expenditure</b>	<b>2566.66</b>	<b>1116.97</b>	<b>1449.69</b>
<b>Admin Expenditure</b>			
Newsletter Expenditure	125.00	111.10	13.90
Website Expenditure	0.00	48.00	-48.00
Insurance Expenditure	950.00	0.00	950.00
Rental / Lease Expenditure	20.00	0.00	20.00
Audit Expenditure	200.00	78.00	122.00
Council Subscription Expenditure	38.34	0.00	38.34
Bank Charges	25.00	0.00	25.00
Training Expenditure	25.00	0.00	25.00
ICO Registration Fee	0.00	0.00	0.00
<b>Total Admin Expenditure</b>	<b>1383.34</b>	<b>237.10</b>	<b>1146.24</b>
<b>Project/Capital Expenditure</b>			
Community Garden Expenditure	25.00	0.00	25.00
Playing Field Expenditure	62.50	0.00	62.50
Defibrillator Expenditure	0.00	0.00	0.00
Non Budgeted Payments	0.00	465.00	-465.00
Donation	112.50	0.00	112.50
<b>Total Project/Capital Expenditure</b>	<b>200.00</b>	<b>465.00</b>	<b>-265.00</b>
<b>Total Payments</b>	<b>4150.00</b>	<b>1819.07</b>	<b>2330.93</b>

### Receipts

	Budget	Period Actual	Variance
<b>Receipts</b>			
Precept	7980.00	8187.50	207.50
Bank Interest	0.00	0.00	0.00
VAT Repayments	0.00	0.00	0.00
Grants	0.00	0.00	0.00
Non Budgeted Receipts	0.00	0.00	0.00
<b>Total Receipts</b>	<b>7980.00</b>	<b>8187.50</b>	<b>207.50</b>

# Norton, Cuckney, Holbeck and Welbeck Parish Council

Total Receipts

7980.00

8187.50

207.50