

**Minutes of a meeting of the Misterton Parish Council held on Tuesday 13<sup>th</sup> July 2010 in the Church Rooms, Misterton, Nottinghamshire.**

Present: Cllr. H. Brand, Cllr. I. Charman, Cllr. B. Cooper, Cllr. N. Jaggard-Smith, Cllr. P. Marsden, Cllr. P. Potter, Cllr. A. Stead, Cllr. S. Taylor, Cllr. I. Trossell, Cllr. M. Trossell, Cllr. A. Wilkinson and Cllr. J. Wilkinson.

Also present: Seven members of the Public.

Cllr Ian Trossell, Council Chairman in the Chair.

**10/11/073**      Apologies

No apologies for absence were received for this meeting.

**10/11/074**      Order of Business

Cllr. Brand proposed that agenda item 6 (Accounts for payment) and agenda item 21 (Andromeda Trading Ltd.) be classified as confidential items of business and dealt with at the end of the meeting after the Council had resolved to exclude the public and press. The meeting agreed.

Cllr Brand also proposed that an item on the agenda for the later meeting of the Strategic Review Committee (item 7. Invoice and letter from the external Auditors) was also an item which should be considered by the full Council. The meeting agreed to consider this item under the confidential business section at the end of the meeting.

**10/11/075**      Declarations of Interest

Cllrs. A. Wilkinson, J. Wilkinson, and A. Stead declared personal interests in the item of business relating to External Auditor's invoice and letter. Cllr. Brand notified the meeting that under the standing list of personal interests, the following entries should be recorded under her name.

Membership of the District Council  
Misterton Area Partnership  
Primary School Governor.

**10/11/076**      Minutes

The following amendments to the draft minutes of the meeting of the Parish Council held on the 15<sup>th</sup> June 2010 were agreed.

**Minute 10/11/064** should read: Mrs. Potter referred to an entry in the local Parish Newsletter which implied criticism had been made against the former Clerk to the Council, David Wright. In her view, this statement was wholly untrue and Mrs. Potter felt that the magazine's Editor should be made aware of this inaccuracy. Mr. White agreed that he had heard no such criticism expressed.

Mrs. Potter expressed the hope that the new Parish Council work well together in future for the benefit of the Misterton Community.

Mr. White requested that when Parish Council notices were displayed on the notice boards that they are kept together in one area of the notice board.

Review and correct minute numbering as required.

Subject to these changes, the minutes of the meeting held on the 15<sup>th</sup> June 2010 were adopted as a true and accurate record.

**10/11/077**

Matters of Information arising from the above minutes

- The Chairman reported that the local resident Accountant who had been invited to consider carrying out financial work for the Parish Council (temporarily) had declined the invitation after considering the detailed work requirement involved. For the moment, the Council's former Clerk, David Wright, was carrying out essential financial work and it was hoped this would continue until a more permanent arrangement could be made.
- The case for applying for re-accreditation as a Quality Council was reviewed and the meeting was conscious of the time limits for application. The Acting Clerk confirmed that additional criteria needed to be met for re-accreditation, but he had already requested application forms and guidance notes from the Nottinghamshire Association of Local Councils. The Acting Clerk declared a prejudicial interest in this item of business through his membership on the County Accreditation Panel for Quality Councils.

**10/11/078**

Public Discussion period for Agenda Items

No matters were brought up under this item of business by attending members of the Public.

**10/11/079**

Accounts for Payment

This item is considered by the Council under the confidential section at the end of this meeting/minutes.

**10/11/080**

Bank Reconciliation Statement as at 30<sup>th</sup> April 2010.

Cllr. H. Brand proposed that the statement be noted and approved.  
Cllr. B. Cooper seconded the proposal and the meeting so agreed.

**10/11/081**

Budget Monitoring Report

Cllr. H. Brand proposed that the report be noted and approved. Cllr. A. Stead seconded the proposal and the meeting so agreed.

- 10/11/082**      Parish Emergency Plan/ Community Emergency Plan
- It was agreed that a meeting of the Parish Emergency Committee be held to update the plans, taking into account the newly elected Council.
- 10/11/083**      Bassetlaw D.C. Local Strategic Partnership/ Environmentally Themed Events.
- It was noted that confirmation of the Parish Council support is to be communicated to the District Council.
- 10/11/084**      Victoria Institute (Misterton Community Trust). Insurance Premium.
- The chairman explained the proportional split in paid insurance premiums between the Community trust and the Parish Council. The meeting debated the pros and cons of querying the reduction in premiums. It was finally agreed to ask the Insurance Company for clarification.
- 10/11/085**      Appointment of Parish Council Trustees
- It was confirmed that all Parish Councillors are Trustees for the Misterton Community Trust.
- 10/11/086**      Misterton Centre.
- The meeting reviewed various aspects of security and safety for the Centre. After discussion, it was noted that Cllr. H. Brand, Cllr. B. Cooper and Cllr. A. Stead hold keys for the Centre. It was understood that a full list of key holders was held in the Centre's reception office but concern was expressed at the total number of keys being held by various public service officers and employees.
- The meeting considered comments from Cllr. B. Cooper regarding fire regulation inspections and agreed that the arrangements required improvements.
- Finally the meeting agreed that a visitors' record book was needed to record everyone who was in the centre for longer than "picking up a leaflet". Mrs Dickinson, receptionist, would be asked to operate this new record immediately.
- 10/11/087**      Community Website.
- The meeting reviewed the arrangement for payment of message board and hosting charges. The Chairman suggested that he pay for these Parish Council items and then reclaim from Council funds upon production of a copy receipt.
- 10/11/088**      Report from the North East Bassetlaw Forum
- The meeting considered the current arrangements for police liaison, with particular reference to attendance at Parish Council meetings and a SLA (Service Level Agreement). In noting the various priorities of Police Officers, the meeting expressed the hope that Police representatives might attend Parish Council meetings on a quarterly basis (or more if possible). The meeting also reviewed the "Safer Neighbourhood Scheme" for Misterton and West Stockwith Areas.
- Revised 13/8/2010
- 10/11/089**      Community Directory

Cllr. B. Cooper reminded the meeting that the last Community Directory was published in 1997 and asked whether a new directory could be prepared and distributed.

After a full discussion, it was agreed that

- work should be commenced upon a new Directory.
- support funding should be sought (grants were available)
- that, if successful, a hard copy should be delivered to every household and business in the Parish.
- Cllr. B. Cooper be requested to produce costing proposals for this project.

**10/11/090**      Quarterly Magazine

Cllr. B. Cooper reported that he had made preliminary enquires from a local printer concerning the production and possible cost of a quarterly Parish Magazine and mentioned that the “Epworth Echo” was a good example to follow. He described some possible funding options.

It was agreed that Cllr. Cooper continue to develop this worthwhile project and that subject to its feasibility being confirmed, the project would become an important responsibility for the Council’s new Clerk.

**10/11/091**      Books for Councillors

The meeting considered the justification for Councillors having access to reference books relating to the work, responsibilities and functions of Parish Councils. It was noted that many of these publications were issued annually and that the cost of each edition is not cheap. The preference was therefore for the Council to hold up-to-date editions of the major reference books in the reception office and that the recent issue of “The Parish Councillors’ Guide” by Paul Claydon (20<sup>th</sup> Edition) be purchased.

**10/11/092**      Christmas Lights

The meeting noted that the Christmas lights were currently stored at The Misterton Centre and that the Co-op store at the Centre was willing to put up Christmas lights provided by the Council. A question was asked whether the District Council provided any financial support for this activity.

It was agreed that a working party comprising Cllr. N. Jaggard-Smith, Cllr. I. Charman, Cllr. M. Trossell and Cllr. A. Wilkinson be set up to investigate further this matter.

**10/11/093**      Matters of Information

No matters were brought up under this item of business.

Revised 13/8/2010

**10/11/094**      NHS Bassetlaw. Draft Single Equality Scheme Consultation

It was agreed to defer this item of business until a future meeting of the Parish Council.

**10/11/095** Correspondence arriving after the agenda was printed

The following correspondence was noted.

- Parish Council Liaison Group meeting
- Nottinghamshire County Council. Mobility Strategy
- Final Strategy in housing land availability (offer of speaker)

**10/11/096** Items for future Agenda

The following requests were noted for future items of business on the agenda for Council meetings.

- Safer Neighbourhood Groups
- Consultation process on highway matters
- Request for a dirt grass track
- Cost savings on Parish Council expenditure

**10/11/097** Any other urgent business

Cllr. Brand brought up the following items of business which were discussed at the meeting.

- Misterton/West Stockwith Joint Burial Committee (Change of name contrary to the 1972 Local Government Act)
- Audit process. Public examination of accounts (Joint Burial Committee)

**10/11/098** Planning Applications

**33/10/00031** - Double Garage, Debill Road. No Objection

**33/10/00032 & 33** - Conversion of Farm buildings, Debill House. Cllrs. to view site

**33/10/00034** - Detached house. Grovewood Terrace. Cllrs. to view plans at the Centre.

**10/11/099** Public Discussion Period

The following matters were noted under this item of business

- Appreciation was expressed to Cllrs. Ian and Margaret Trossell for representing the Parish Council at the recent village gala.
- A request for additional grit boxes on Station Road, Minster Road and Hillside Avenue.
- Additional information was given concerning Christmas lights.

**10/11/100**      Exclusion of the Public/Press

It was resolved that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they were requested to withdraw.

(Minute Numbers 10/11/101/102/103 continued on confidential items page next)

