

LINBY PARISH COUNCIL

Minutes of the Council Meeting at Brooke Farm, Linby on Monday 9th May 2017

Present: Councillor's D Ireland, E Tunstall, N Clark, S Molsom, J Parker and the Clerk

1.0 Apologies for Absence

Councillor's C Hardstaff, W Lewis, C Powell and C Barnfather

2.0 Declarations of Personal and Prejudicial Interests

None

3.0 Approval of the minutes from the previous meeting

The minutes of the previous meeting were approved and signed by Cllrs D Ireland and E Tunstall

4.0 Matters Arising

4.1 Bus Shelter Window Slit

R Shacklock to carry out works this week. Cllr Ireland to advise R Shacklock of the asbestos in the roof.

4.2 Lights at the Crosses

The PC discussed installing some more lights at the top cross.

4.3 Heritage Centre Open Days

Cllr Parker to hold the student art exhibition on Sunday 2nd July.

4.4 W.I Bench

The Bench is to be located at the Heritage Centre as part of the Memorial Garden.

4.5 Bench at Pit Wheel

The PC to seek funding to locate a bench at the Pit Wheel to commemorate the Queen's Sapphire Jubilee.

5.0 Open Forum

None

6.0 Neighbourhood Plan Update

Cllr Ireland advised she had put up signs in the village to advertise the public consultation event on Sunday 21st May. H Barter (planning consultant) will run the event which will give people the opportunity to see the policies within the NP, the traffic plans and the green space designations. S Molsom to print the traffic pictures for the event.

H Barter has arranged to meet Gedling Borough Council on 19th June.

7.0 Update on Lengthsman Scheme

Cllr Molsom reported that the railings in the village need rubbing down and painting.

8.0 Hayden Lane update

No updates

9.0 Bus Stop monthly inspection report

Prior to the meeting, the clerk had received notification from Cllr Lewis that the inspection had been carried out with no action required.

10.0 The Heritage Centre & Linby Meadow Lease update

No updates. The Clerk to chase in 2 weeks.

11.0 Best Kept Village Competition

The Clerk to submit the application.

12.0 Village Clean Up – update on the event

The PC reported that the event was a success with approximately 14 volunteers helping. The PC advised the ditch at the Strata homes site was not cleared. The Clerk to contact C Harrison to ask if volunteers from the Strata home site would be available to assist the PC in clearing the ditch on 22nd May.

13.0 Health & Safety Policy

Cllr Clark to produce the H&S Policy for the next meeting.

14.0 Parking outside of Hanson House – discuss installing wooden posts

The PC agreed to install oak posts along the grass verge. Members of the PC to meet on 11th May, 7pm, to discuss height of posts. The PC discussed the health & safety implications of installing the posts. They commented that the grass verge is not a public footpath and therefore the PC should not be liable for any incidents. Cllr Clark to seek advice on this.

15.0 Parking on stone footpaths – discuss installing engraved stone

R Shacklock had provided a quote for the stone and engraving at £40 per stone, and £10 per letter. The PC had also obtained a quote from a stone mason in Calverton for £120 per stone and £50 for the NO PARKING engraving. The PC discussed having 5 stones in total and would discuss the location of these when they meet on 11th May.

The PC discussed purchasing 2 stones initially as a trial to find out how effective they are. Cllr Ireland advised approaching the Papplewick and Linby Leisure Enterprise Group for a donation of £260 to fund the 2 stones. The Clerk to contact PLLEG.

16.0 Correspondence received

All correspondence had been circulated to the PC prior to the meeting.

Planning Applications received: None

17.0 Funding Update

17.1 Current Bank Balance

£20,871.47

17.2 Finance Report & Bank Statement

The Finance Report and Bank Statement was presented to the PC.

Payments Made:

All payments made by bank transfer unless otherwise stated.

<u>Date</u>	<u>Details</u>	<u>Amount</u>
18/04/17	W Lewis – expenses (petrol) – Cheque no. 300927	£27.84
20/04/17	Nottingham Printing – Newsletter	£18.00
25/04/17	S Baldwin – Electrical work to install lights at crosses	£300.00
26/04/17	M K Joinery – Light boxes for crosses	£100.00
26/04/17	B Woodcock – Internal Audit	£113.70

02/05/17	E Gretton – Apr Wages & Home office expenses	£385.60
03/05/17	D Ireland – Expenses (Weedkiller)	£89.95
08/05/17	Robert Shacklock – Footpaths	£1,300.00
	TOTAL	£2,335.09

Receipts:

<u>Date</u>	<u>Details</u>	<u>Amount</u>
26/04/17	Gedling BC – CIL	£483.00

17.3 Payments for approval

<u>Details</u>	<u>Amount</u>
Gedling BC – Trade Sweeping	£35.40
AON – Insurance	£461.35
BKVC	£4.00

17.4 Internal Audit Report

The Clerk confirmed the internal auditor, Barrie Woodcock had carried out the internal audit for Linby Parish Council for the year ended 31 March 2017. No issues were raised and no recommended actions to be taken.

17.5 Annual Governance Statement 2016/17

The Annual Governance Statement was presented to the Parish Council and signed by the Clerk and the Chairman, D Ireland.

17.6 Accounting Statement 2016/17

The Accounting Statement was presented to the Parish Council and signed by the Clerk and the Chairman, D Ireland.

17.7 Bank Reconciliation 2016/17

The Bank Reconciliation was presented to the Parish Council and signed by the Clerk and the Chairman, D Ireland.

17.8 Declaration and Notice of Accounts

The Clerk advised she would display the 'Notice of Date of Commence of period for the Exercise of Public Rights accounts for the year ended 31 March 2017' on the website.

17.9 Financial Risk Assessment 2017

The Financial Risk Assessment was presented by the Clerk and approved and signed by the Clerk and the Chairman, D Ireland.

17.10 CIL Update

The Clerk confirmed receipt of the £483.00 CIL payment.

17.11 Co-op Savings Account Update

The Clerk advised the application was being processed and she had chased the co-op for an update.

18.0 Councillor Reports

18.1 Cobbles

The PC obtained a quote from John Wagg to replace cobbles and reset the existing cobbles for £492.92. The PC agreed to use the CIL contribution to fund the works.

Cllr Ireland closed the meeting at 20:45

Date of next meeting Monday 12th June 2017

Signed
Chair of the Parish Council

Signed
Vice-Chair of the Parish Council