

**Cropwell Bishop Parish Council – Minutes of Meeting  
4<sup>th</sup> June 2013**

**7.30pm -The Old School**

(The meeting started at 7.30pm and finished at 9.14pm)

**Present:** Cllrs: C. Bryan, J. Gelsthorpe, J. Greenwood, H. Kendall,  
J. Page, R. Stanley, M. Wright, J. Wroughton & A. Wilson (Chairman)

**Apologies:** None Received.

**In Attendance:** Mrs J. Grice (Clerk), 1 Local Resident, Cllrs G. Moore (Rushcliffe Borough Council)  
Cllr R. Butler (Nottinghamshire County Council)

**Declarations of Interest & Confirmation of Agenda**

55. DOI – None Received.  
The Agenda was confirmed.
56. Standing Orders were suspended to allow the order of business to be amended to enable attendees to speak to the meeting.

**Registration of Community Assets**

57. Resident Tony Gale spoke the meeting about the importance of registering community assets, an initiative that has come from the Localism Act. The Parish Plan highlighted the importance of preserving the village pubs and by registering them as community assets it gives the villagers an opportunity to first consider the pubs future if they were ever at risk of being put on the market, closed or pulled down for residential development. Cllrs Wilson and Greenwood would look into the process further.

**Parishioners' Questiontime & Policing Report**

*PCSO J. Heaps and PC C.Voce advised that there had been an incident of diesel theft from a local farmer, issues with speeding motorists and a notable increase in door to door pedlars. PCSO Heaps would bring some 'NO UNINVITED CALLERS STICKERS' to the Celebration Weekend event. They also advised the Cotgrave is holding a Village Festival on 15<sup>th</sup> June 2013*

58. PCSO Heaps and PC Voce leave the meeting.
59. Standing Orders resumed.

**Minutes of the Previous Meetings**

60. **Resolved:** "That the minutes of the previous meetings (ACM & Ordinary) held on 7<sup>th</sup> May 2013, be confirmed as a true record and signed by the Chairman."

**Progress**

61. **M.34 CPRE Vallerie Gillespie Cup**  
The Clerk has entered the Jubilee Garden in the competition although the deadline isn't until October 2013.
62. **M.39 Football Pitch Provision**  
The Clerk has put Cropwell United and a Local Landowner in touch with other to consider any proposal further.
63. **M.40 Lengthsman Scheme**  
There has been no further information received yet on the scheme.
64. **M.41 Verge Grass Cutting**  
The verges are now being cut up to the Dairy on Nottingham Road. The Clerk would ask the contractors to carry on a bit further to the footpath signpost.

65. **M.48 Fireworks Night**  
1<sup>st</sup> Galaxy Fireworks have been booked for Friday 1<sup>st</sup> November 2013.

### **Planning Matters & Applications**

66. There were no applications to consider.

### **Finance**

67. **a) Financial Statement May 2013**

It was:

**Resolved:** "To approve the financial statement."

68. **b) Payments Made May 2013 & Payments Awaiting June 2013**

It was:

**Resolved:** "To approve all payments as reproduced on payments document 78."

### **Audit Commission Annual Return Year Ending 31<sup>st</sup> March 2013**

69. **ci) To Note Internal Auditors Report and Variance Explanation Letter & Annual Return Accounting Statements**

Members received a copy of the completed annual return and a letter from the Internal Auditor stating the significant variances over 15% for the last financial year. There were no areas of concern raised.

**Resolved:** "That the accounting statements are approved and duly signed by the Chairman."

70. **cii) To Approve the Annual Governance Statement and Authorise the Chairman to Sign**

Members considered the Annual Governance Statement and the system of internal control. It was:

**Resolved:** "To approve the Annual Governance Statement and was duly signed by the Chairman."

71. **d) D. Dixon Accounting Services**

It was agreed to consider asking the Auditor to create a balance sheet later in the year after a valuation on the Old School.

72. **e) WREN Play Park Application – To Consider Terms of Offer**

WREN has allocated a grant of £27,000 towards the new play park equipment leaving a shortfall of £1.755 allowing the local community to fundraise through local events. The offer is open for a period of 12 months.

It was:

**Resolved:** "The Clerk will sign the contracts advising that it is the intention to secure the shortfall."

The budgeted Third Party funding of £2,790 will be paid immediately to secure the offer.

73. **f) Receipts & Payments Reports April – May 2013**

It was:

**Resolved:** "To approve the reports."

### **Correspondence for Action**

74. **a) Facebook**

Members received an email from a resident asking if a Parish Council facebook page should be considered. A working group would be organised at the next meeting. In the meantime members would look into various communication options.

75. **b) Friends of Cropwell Bishop Primary School - Parking Request**

An event is being organised on November 17<sup>th</sup> and the organisation is seeking permission for attendees to park on the Memorial Hall field. Members agreed in principle providing that the ground was dry enough. If excessively wet they would have to make other arrangements to avoid damage to the field.

76. **c) County Council Civic Service – 23<sup>rd</sup> June 2013**

Clr Kendall would attend the service at 3pm at Southwell Minster.

77. **d) Cropwell Bishop Primary School**

The school is seeking suggestions for areas for development. It was noted that residents would like to see a more active presence from the Head Teacher and Teachers at some Village events.

### Village Ranger Inspections

78. The play area gate has now been realigned so that it opens and closes more easily and the Kinoulton Road entrance sign has gone back to Malcolm Lanes under warranty as there is a problem with the paintwork.

### The Old School

79. a) **Entertainments, Activities & User Update**  
The next cinema film is Flight on 21<sup>st</sup> June. There will be no film advertised for July. Three acts have been confirmed through the Village Ventures Scheme. Kel Elliot (Jazz band) for October, Great Expectations (a one man adaptation) for December and Hot Potato Sycopators playing music from the 20's, 30's and 40's for April next year.
80. b) **To Consider a Valuation Report of the Old School**  
The Clerk would contact the Councils Insurers in the first instance to see if they could quote.

### Picnic in the Park

81. It has been confirmed that two PCSO's will be in attendance at Picnic in the Park; however volunteers are still needed on the night. Cllrs Gelthorpe and Stanley would help.

### Cropwell News

82. The Editors are struggling to insert Community news articles due to a lot of space being taken up with advertising. It was:  
**Resolved:** "To honour prepaid existing full page advertisers, but all future advertisers will be offered quarter or half page adverts only."

### To Draw Competition Winner – March 2013 Edition Cropwell News

83. Cllr Page made the draw – Winner Mrs M. Kendall

### Website

84. The website maintainer no longer has the time to do the updates. The Clerk would ask Purple Zebra to put a notice on the site that it is temporarily out of action. Members would research future options and arrange a working group meeting at the next Council meeting.

### Local Improvement Scheme

85. The suggested bid for five replacement litter bins has been approved and they are currently being manufactured by Malcolm Lane Ltd. The five bins were intended to replace the concrete ones in the village. However one may be required next to the bench in the Jubilee Garden. (To consider when made.)

### Highways & Footpaths Defects/Issues

86. Jane Baines from Countryside Access has responded to various issues raised from a survey carried by Cllrs Greenwood, Gelsthorpe and Wright. The Clerk would contact the concerned residents to inform them of the response.
87. Cllr Butler reminded members that pot holes can be reported online on the County Council website. A note would be put in a future edition of Cropwell News.
88. It was noted that a local farmer is leaving soil debris along Fern Road from his tractor. Highways would be informed and asked to contact him.
89. Highways will be installing H Bar markings on the junction of St Giles Way and Church Street in the coming weeks to deter parking in this area. Hopefully it will co-incide with the installation of the pedestrian crossing that is also scheduled.

### Councillors Reports

90. Cllr Stanley advised that the Saturday Café team request an A'Board for advertising outside the Old School. The Clerk would look into options.

### To Note Clerks Resignation & New Appointment Process in Hand

91. The Clerks last day is 21<sup>st</sup> June 2013. The closing date for applications is 13<sup>th</sup> June 2013. Cllrs Wroughton, Wilson, Bryan and Gelsthorpe and the Clerk will meet at 6pm on the 13<sup>th</sup> June to consider the applications of which the Clerk will blank out personal details in order for a fair and impartial process. It is hoped that interviews will take place the week after. Borough Councillor G. Moore and County Councillor R. Butler may be able to join the interview panel for a neutral observation.

### Correspondence for Information

92. RBC Agenda & Minutes - Executive Manager Operations and Corporate Governance.

### Date of Next Meeting

93. 2<sup>nd</sup> July 2013

Chairman's Signature.....Date.....