**MISTERTON PARISH COUNCIL**

**Minutes of the Meeting of Misterton Parish Council held at The Granary Room, Grove House Stables, Grovewood Road on 12th January 2022.**

**Present:** Cllrs: P. Marsden (Chairman), S. Taylor, H. Brand, T. Allen, A. Myers, G. Collett, T. Wing, N. Jaggard-Smith, B. Cooper

Mrs. A. Harrison –Clerk to the Council. 3 members of the public

**21/22/070** Apologies and Approve Reasons for Absence

A. Stead (isolating), M. Scott (other commitment), D. Pearce & I. Keat (other).

**Resolved:** That the reasons for absence be approved.

**21/22/071** Receive Declarations of Interest (other than standing interests) - None

**21/22/072** Approval of the Minutes –Council Meeting of the 10th November 2021

 **Resolved:** That the minutes of the Council meeting of the 10th November be approved as a true and accurate record.

**21/22/073** Matters Arising from the Minutes

21/22/055 Litter bin update. Two of the three new bins had arrived but were yet to be installed

**21/22/074** Members agreed to bring Item 20 forward to follow the public discussion period.

**21/22/075** Public Discussion Period

Mr Stennett made representations on behalf of adjacent landowners in respect of Item 20 and the issues they had suffered due to members of the public trespassing over what is currently private land.

**21/22/076** Consider support for The Grange residents application for the footpath to be designated as a public footpath

Cllr Collett gave some background information to members as to the issue of an informal footpath near the Grange estate which had also been raised during the Neighbourhood Planning process. A petition had been submitted to Nottinghamshire County Council by interested residents in 2014 to try and get the footpath recognised, but this had been paused as relevant notices had not been issued. It was understood that the matter had now being resurrected with Nottinghamshire County Council investigating whether to designate the footpath.

**Resolved**: That the Council would not support the application at this stage but the matter may be raised again at some point in the future when residents may also wish to make representations to the Council.

**21/22/077** Financial Matters

1. Approve Bank Reconciliation –30th November 2021

**Resolved:** That the bank reconciliation be approved

1. Receive Budget Monitoring – November 2021

**Resolved:** That the budget monitoring be received.

1. Approve Accounts December to January 2022

**Resolved**: That the accounts December to January 2022 be approved

**21/22/078** Consider Revenue Budget and approve Precept for 2022/23

The Clerks report and budget estimates had been circulated to members. Thanks was provided to the Clerk for the comprehensive report and paperwork.

Skate park repairs and a request for expansion of the park noted.

In assessing the level of precept, members took into account the need to protect existing revenue balances but also to invest in new projects. Rising costs would also have an impact. Savings were made where possible with projects scaled down but with storage at the TMC & Library was agreed as a priority. Having kept the precept at the same level for the last two years and with the uncertainty of rising costs and energy bills members agreed an increase the precept by 4.9% to £98,000 - slightly below current inflation. A Band D property charge would be £134.90, an increase of £6.04 per annum or £0.503p per month (2021/22 Band D being £128.86)

 **Resolved:** That the precept for 2022/2023 be set at £98,000.00.

**21/22/079** Internal Audit Review **-** Review the system of internal control

 Consideration was given to the following Audit Regulations:

Regulation 4: Requires the findings of the review of the system of internal control to be considered by a committee of the relevant body, or by members of the body meeting as a whole.

**Resolved**: That the internal controls were satisfactory

Regulation 6: Requires bodies to review the effectiveness of the system of internal audit once a year, and for the findings of the review to be considered by a committee of the body, or by the body as a whole, as part of the consideration of the system of internal control referred to in Regulation 4.

Noted AS Audit Services had been appointed auditor for 2021-22 at the November meeting.

**Resolved**: That following consideration of the review of the system of internal control it was agreed that there were no outstanding matters that required attention.

**21/22/080** To Review the Following:

1. Council Risk Assessment Policy
2. Freedom of Information Publication Scheme
3. Protocol on Communications & Decision Making

**Resolved** That the above documents were satisfactory

**21/22/081** To Consider the 2022/23 Annual Investment Policy

 **Resolved:** That the 2022/23 Annual Investment Policy be approved.

**21/22/082** Approve Updated Financial Regulations

Members considered the draft regulations circulated with the agenda

 **Resolved:** That the draft Financial Regulations be adopted.

**21/22/083** Consider Adoption of the new Local Government Association (LGA) Code of Conduct

 **Resolved:** That the LGA Code of Conduct be adopted.

**21/22/084** Police

Noted crime stats provided by PCSO D Airey & J Pickersgill. Four reported crimes in December (all theft related/burglary).

**21/22/****085** District Councillor Report

Matters reported**:**

Consultation on amendments to the Local Plan underway.

 Housing Capital Program 2022/23 -2026/27 agreed

 Omnicron Hospitality Leisure Grant available to relevant businesses.

 Bassetlaw Spring Clean 5th March -10th April but support all year.

Recycling & Refuse Policy to be rigidly enforced from 1st February

Dog Control Orders extended for 3 years

**21/22/086** County Councillor Report

 (Request new 30 for a reason signs)

**21/22/087** Church Meadow/Sports Field/Windmill Gardens

 Noted recent tree works now completed on Church Meadow.

Sports field – Redundant hoardings to be removed and goalposts to be replaced during the winter season.

**21/22/088** Library – Update

 Noted new lease being prepared by Nottinghamshire County Council.

**21/22/089** Approve Request for 2022 Gala on the Old School Field 2nd July 2022

**Resolved**: That approval be given for the Gala to be held on the old school field on the 2nd July 2022, subject to provision of relevant risk assessment/insurance.

(Power supply to be checked)

**21/22/090** Approve Citizen of the Year 2022

**Resolved**: That the Citizen of the Year be run for 2022 with the deadline for submissions being the 28th February with winners decided at the March meeting and awards given at the May Parish Meeting.

**21/22/091** Consider comments on the BDC Planning Enforcement Consultation

* Suggest system for anonymous direct reporting
* Monitoring and timescales important as historically communication was poor.
* Details of Methodology/Examples in exercising discretion desirable.

**21/11/092** Newsletter - Call for Copy

* BDC Recycling standards
* Precept information
* Reporting of local issues
* Skate park working party/consultation

**21/22/093** Items for Future Agenda & Approve meeting frequency and day/dates.

**Resolved:** Meetings to continue to be held every second month. Meetings to be held on the 2nd Tuesday going forward (as opposed to Wednesdays) with the next meetings scheduled for 8th March and 10th May 2022 for the PC Annual Meeting and Annual Parish Meeting. Venue to remain at The Granary Room if available.

Platinum Jubilee Arrangements & Spring Clean to be on the next Agenda.

**21/22/094** Planning Applications

 **21/00804/FUL** Former Langholme Cottages 1 - 2 Tindale Bank Road

Erect Replacement Dwelling, Double Garage and Outbuilding

* Flood mitigation measures to be raised.

**21/22/095** Planning Determinations

 **21/01463/HSE** Oak House, 117a Station Road, Erection of a Garden Room to Rear of Property - ***Granted***

**21/00008/FUL** Misterton Driving Range, Haxey Road. Erection of Amenity Block for Caravan Site - ***Granted***

 There being no other business the meeting was closed at 8.36pm

Signed …………………………………………………. Dated……………………………..

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| **PAYEE** | **ACCOUNT** |  | **TOTAL** |
| Bassetlaw Food Bank  | Donation  | BACS | 100.00 |
| North Notts Landscapes Ltd | Annual hedge cutting sports field | BACS | 540.00 |
| Festive Lights UK | Christmas lights - Reimburse A Myers | DD | 197.91 |
| Morrisons | Reimburse A Myers fuel cherry picker | BACS | 25.06 |
| W & A C Rose (Farms) Ltd | Christmas tree | BACS | 180.00 |
| Smart Platform Rental Ltd | Christmas lights cherry picker | BACS | 291.60 |
| North Notts Landscapes | Grass cutting- Church meadow | BACS | 150.00 |
| Nottinghamshire County Council | TMC&L Cleaning | BACS | 159.84 |
| Daisy Communications | Phone/broadband  | DD | 25.94 |
| Co-operative/Amazon | N Jaggard-Smith reimburse expenses | BACS | 210.98 |
| Burton & Dyson solicitors | Licence fees | BACS | 360.00 |
| SLCC | Annual Subscription | BACS | 195.00 |
| P Marsden | Travel expenses | BACS | 48.10 |
| P Marsden | Christmas event expenses | BACS | 81.32 |
| Anna Richards | Christmas event banners | BACS | 42.00 |
| Misterton PCC | Donation - Christmas proceeds | BACS | 190.00 |
| Help Me I'm Fine | Donation - Christmas proceeds | BACS | 190.00 |
| Salvation Army | Band fee | BACS | 200.00 |
| EON | Jubilee garden electricity | DD | 22.61 |
| EON | Sports field electricity | DD | 19.35 |
| Various | Salaries December  | BACS | 2702.12 |
| HMRC  | NICS and Income Tax  | BACS | 470.06 |
| Notts CC Pension Account | Pension contributions | BACS | 838.54 |
| WAVE | Sports field water | DD | 212.92 |
|  **TOTAL**  |   |   | **7,663.35** |

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| **PAYEE** | **ACCOUNT** |  | **TOTAL** |
| Nottinghamshire County Council | TMC&L Cleaning | BACS | 159.84 |
| Daisy Communications | Phone/broadband  | DD | 25.94 |
| A Richards | Email updates/ annual security  | BACS | 57.00 |
| North Notts Landscapes | Old library hedge cutting  | BACS | 1020.00 |
| Festive Lights  | Christmas lights (reimburse A Myers) | BACS | 294.99 |
| Viking Trees | Church Meadow works | BACS | 1140.00 |
| Lyreco UK ltd | Stationery | BACS | 83.88 |
| Planning for People | NP planning fees (grant funded) | BACS | 1750.00 |
| EON | Jubilee garden electricity | DD | 29.22 |
| EON | Sports field electricity | DD | 19.95 |
| Various | Salaries January | BACS | 2573.74 |
| HMRC  | NICS and Income Tax  | BACS | 437.86 |
| Notts CC Pension Account | Pension contributions | BACS | 838.54 |
|  **TOTAL**  |   |   | **8,430.96** |

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|  **CEMETERY PAYEE**  | **ACCOUNT** | **TOTAL** |
| The Sign Workshop | Cemetery signage | 44.40 |
| Urban Arborist | Tree works burial ground | 600.00 |
| MPC | Staff contribution Jul-Dec | 600.00 |
| Various | Salary December | 520.00 |
|  **TOTAL**  |   | **1,764.40** |

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| **CEMETERY PAYEE** | **ACCOUNT** | **TOTAL** |
| Various | Salary January | 520.20 |
| WAVE | Water rates | 13.97 |
|  **TOTAL**  |   | **520.00** |