

**CLAYWORTH PARISH COUNCIL**

<b>Minutes of the Parish Council Meeting</b>	
	<p>A Meeting of Clayworth Parish Council was held in the Memorial Hall on Tuesday 12<sup>th</sup> September 2017 at 8pm.  Present were: Councillors J. Hunter Shaw, C. Myers, M. Booth and J. Booth.  Also in attendance: T. Taylor (County Councillor – part meeting) K. Sutton (District Councillor) and C. Hollands (Clerk)</p>
48	<p>Public Session  K. Sutton informed the Meeting of a Survey being conducted by the Clinical Commissioning Group on Doctors Surgery hours of business and peoples preferences for methods of contact and queried if the Parish Council were aware of this piece of work. The response indicated that the Survey has not been adequately publicised.  There is discussion about making Children's Play Areas a Smoke Free Zone. Any such move would however be on a voluntary basis.</p>
49	<p>Apologies for absence  None</p>
50	<p>Declarations of interest  None</p>
51	<p>Minutes  It was agreed that the minutes of the meeting held on Tuesday 11<sup>th</sup> July 2017, having been circulated, be accepted as a true and correct record. The Council approved the minutes and the Chairman duly signed them.</p>
52	<p>Matters arising from the minutes  None</p>
53	<p>Finance</p> <ol style="list-style-type: none"> <li>a. The Clerk confirmed that the further claim for funding to cover the cost of implementing the recently introduced Transparency Code has been accepted and a cheque for some £1164 banked.</li> <li>b. The following payments were agreed. Cheque numbers in brackets.  Sharpe Group – Monthly Website Charges £60 (101257)  North Notts Landscapes – Grass Cutting £63,60 (101258)  NALC – Data Protection Workshop Fee £30 (101259)</li> <li>c. The Clerk confirmed that Councillors J. Booth and C. Myers are now signatories on the Parish Council Bank Account. Barclay's have processed their details and the other pieces of information they required relating to existing Councillors and the Clerk.</li> <li>d. The Clerk explained to the Meeting that funding is available for items such as a Lap top Computer and Scanner to enable the Parish Council to fulfil its obligations under the Transparency Code. After discussion it was agreed that the Parish Council does not wish to submit any further application at this time.</li> <li>e. The Clerk informed the Meeting that Grant Thornton has now completed the Annual Audit. They raised two matters. One concerning the existence of an Asset Register and the other point concerning the response to a question relating to Trust Funds., The response should be shown as 'n/a' rather than being left unanswered. The points raised have now been satisfactorily resolved.</li> </ol>

Signed .....(Chairman).....Date

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	<p>f. The Clerk asked if the Parish Council will fund a morning workshop on Data Protection being run by NALC. It was agreed that there is value in this Workshop and the Parish Council will fund it.</p>
54	<p>Correspondence</p> <ol style="list-style-type: none"> <li>1. A letter concerning the Application process for applications made to the Lottery Fund. This was passed to Councillor Myers for the attention of the Memorial Hall Committee.</li> <li>2. Information from The Bridge Learning Centre, Gainsborough concerning Courses being run. This will be displayed on the Notice Board.</li> <li>3. A letter from the RVS who are in need of helpers in the Community.</li> <li>4. It was agreed that these and various other items of correspondence will be circulated to Councillors for their attention and information.</li> </ol>
55	<p>Parish Council Records</p> <p>The storage of Parish Council archived material and the missing Filing Cabinet was discussed. There seems to be no information as to how the current situation has arisen and it was agreed that the Clerk will write to the Memorial Hall to address the concerns.</p>
56	<p>Royal British Legion Poppy Appeal</p> <p>A new initiative to supply Giant Poppies for fixing to lamp posts or street furniture was discussed. It was agreed that the Parish Council will order 10 of the Giant Poppies that may be used at locations in the Village as yet to be agreed.</p>
57	<p>Traffic in Church Lane</p> <p>The Clerk updated the Meeting on the content of a conversation and subsequent e mail received from the County Council Highways Department. This e mail confirmed the points previously made and recorded at minute 44. A site visit has been made by Highways Department and this visit did nothing to change the Highways Department view. The e mail received will be circulated to Councillors for information and it was agreed that future issues with traffic need to be recorded on camera or mobile phone to provide proof and evidence of the problem. A Facebook entry will be made to highlight this.</p>
58	<p>Police Report</p> <p>PCSO Airey updated the Meeting on matters of local crime and interest. One crime reported on 28 August, a Theft 'other' from Town Street, Clayworth. In the Wheatley area there has been a spate of break ins to vans. Battery theft seems to be prevalent at the present time. A new Beat Manager has been appointed, Darren Hayes. The number of PCSO's in the area has reduced from 5 to 3. There is an ongoing recruitment drive for both PC's and PCSO's.</p>
59	<p>County Councillors Report</p> <p>Councillor T. Taylor updated the Meeting on two current consultations. 1. The Health and Well Being Board. There is a public engagement event planned for 2nd October at Retford Town Hall and information on line. 2. A consultation concerning School Holiday periods. Again public views are invited. Councillor Taylor will send detail of the on line 'links' for these consultations in order that the information may be disseminated to local residents.</p>
60	<p>Planning Applications</p> <ol style="list-style-type: none"> <li>1. 17/01041/HSE. Coach House, Wiseton Road, Clayworth. Single Storey rear extension to provide additional living space. Remove and rebuild boundary wall and demolish existing store.</li> <li>2. 17/00966/HSE. High House Farm, Town Street, Clayworth. Demolish existing front</li> </ol>

Signed .....(Chairman).....Date

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	<p>elevation wall to dwelling and rebuild front elevation in facing brickwork and install new hardwood sash windows.</p> <p>After discussion it was agreed that the Parish Council has no objection to the proposals and no comment to make.</p>
61	<p>Any other business</p> <p>A Street Light is out in Church Lane. The Clerk will contact the County Council to arrange a repair when the number of the post concerned is confirmed.</p>
62	<p>Date and time of the next meeting</p> <p>It was agreed that the next Parish Council meeting would be held on Tuesday 10<sup>th</sup> October 2017 in the Memorial Hall at 8pm. The Chairman closed the meeting at 8.45pm.</p>

Signed .....(Chairman).....Date