

CLAYWORTH PARISH COUNCIL

Minutes of the Annual Parish Council Meeting	
	<p>The Annual Meeting of Clayworth Parish Council was held in the Memorial Hall on Tuesday 8th May 2018 at 855pm.</p> <p>Present were: Councillors J Hunter Shaw, M. Booth, C. Myers and J. Booth.</p> <p>Also in attendance: K. Sutton (District Councillor), T. Taylor (County Councillor) and C. Hollands (Clerk)</p>
13	<p>Election of Chairman and Deputy Chairman</p> <p>Councillor J Hunter Shaw was nominated for Chairman by Councillor M. Booth and seconded by Councillor J. Booth. All voted in favour.</p> <p>Councillor M. Booth was nominated as Deputy Chairman by Councillor C. Myers and seconded by Councillor J. Hunter Shaw. All voted in favour.</p> <p>Both Chairman and Deputy Chairman completed their Declaration of Office.</p>
14	<p>Apologies for absence</p> <p>None</p>
15	<p>Declarations of interest</p> <p>None</p>
16	<p>Minutes</p> <p>It was agreed that the minutes of the meeting held on Tuesday 10th April 2018, having been circulated, be accepted as a true and correct record. The Council approved the minutes and the Chairman duly signed them.</p>
17	<p>Matters arising from the minutes</p> <p>None</p>
18	<p>Finance</p> <p>a. A report on the Bank balances was noted.</p> <p>b. Parish Council Insurance Renewal.</p> <p>The Clerk explained that not having received a renewal notice, he queried non receipt with our Insurers. When the Renewal Notice subsequently arrived, a £50 admin fee has now been applied to all Policies representing a substantial increase to the annual premium. The Clerk suggested that it is now rather late in the day to seek alternative cover by the renewal date and therefore it may be appropriate to renew this year for a single year basis rather than the discounted 3 year offer, and seek alternative quotes for cover prior to the 2019 renewal. This course of action was agreed.</p> <p>c. The following payments were agreed. Cheque numbers in brackets. Cheques to be signed when the Cheque Book is available.</p> <p>SLCC - Membership Renewal - £72 (101285)</p> <p>Came and Company - Local Council Insurance Premium - £341.20 (101286)</p> <p>North Notts Landscapes - Grass Cutting 26 March - £66 (101287)</p> <p>Sharpe Group Limited - Monthly Website Charge - £30 (101288)</p> <p>J. Booth - Key Cutting - £5.50 (101289)</p> <p>d. Clerks Salary Scales</p> <p>The Clerk explained that the National Joint Council for Local Government Services has reached an agreement on new pay scales for Clerks for the next two years. The Clerk pointed out that he has not asked for a pay review for some years and has no wish so to do. However he asked if the Parish Council were minded to pay the new pay scales. This</p>

Signed(Chairman).....Date

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	<p>was agreed.</p> <p>e. To approve the Annual Return Annual Governance Statements The Clerk read to the Meeting the individual statements that were agreed by all.</p> <p>f. To approve the Annual Return Accounting Statements The Annual Return Accounting Statements reflected in the year end accounts were agreed by all.</p> <p>g. The Certificate of Exemption was signed by the Chairman and Clerk.</p>
19	<p>Correspondence</p> <ol style="list-style-type: none"> 1. A further Consultation document concerning the Polling Places Review. All were agreed that the current arrangements are satisfactory and therefore no further comment is necessary. 2. A letter from 'DroneSmiths' explaining how drones may be of use to the Council. 3. It was agreed that these and various other items of correspondence will be circulated to Councillors for their attention and information.
20	<p>General Data Protection Regulation update</p> <p>The Clerk gave an update on developments concerning the new General Data Protection Regulation. The question of appointing a Data Protection Officer has yet to be resolved. It may be that some form of joint facility is possible to be provided by the District Council or NALC. There is however an amendment to the Bill that is to be heard in Parliament that would exempt Parish Councils from the need to appoint a DPO. The Clerk advised that it may be prudent to await developments. Work toward compliance with the new Legislation is seen as a 'journey' by the Information Commissioners Office and with this in mind the Clerk is working toward compliance by July. All were agreed with this course of action.</p>
21	<p>Wheatley Road Accident Black Spot</p> <p>Progress with the initiative to address the issues was discussed. A Site Meeting has been arranged with Jo Horton, District Manager for VIA, on 15 May to discuss the issues and possible ways forward. Letters of support from local residents are still being collated. This matter will be further discussed at the next Parish Council meeting.</p>
22	<p>Emergency Supplies Container</p> <p>There was a general discussion about the condition of the Container, the contents and key-holders. It was agreed that Councillor M. Booth will check the contents and obtain a new combination type lock for the Container. The necessary code will then be given to nominated individuals.</p>
23	<p>Website Statistics</p> <p>The Clerk produced statistics and graphs supplied by Sharpe Systems that show the use made of the Website during the past month. There followed a general discussion as to the content. The documents will be circulated to Councillors for their information.</p>
24	<p>Any Other Business</p> <p>There are six bags of what appear to be garden waste deposited near to the public bench in Church Lane close to the junction with Gringley Road. The Clerk will contact the District Council Environmental Health Department to have them removed.</p>

Signed(Chairman).....Date

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25	Date and time of the next meeting It was agreed that the next Parish Council meeting would be held on Tuesday 12 th June 2018 in the Memorial Hall at 8pm. The Chairman closed the meeting at 9.23pm.
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Signed(Chairman).....Date