

Minutes of the Clarborough & Welham Parish Council meeting held at 7.15pm on Monday 12th May 2025 in the Clarborough Village Hall, Main Street, Clarborough.

Present: Cllr Gibson, Cllr Smith, Cllr Joyce, Cllr Bains

Others: Mrs Davies (Clerk), District Cllr McFarland and members of the public

2720/25 Election of Chair

The Clerk asked for nominations for the role of Chair. Cllr Smith proposed Cllr Gibson for the position of Chair; this was seconded by Cllr Baines and resolved by the Council.

Cllr Gibson then signed his declaration of Office which was counter-signed by the Clerk.

2721/25 Election of Vice-Chair

Cllr Joyce proposed Cllr Avery for the position of Vice- Chair; this was seconded by Cllr Baines and resolved by the Council.

2722/25 To received Declaration of Office forms

The Clerk received Cllr Gibson's declaration of Office. The Chair proposed to approve Cllr Avery to sign his declaration of Office at the next meeting; this was seconded by Cllr Smith and resolved by the Council.

2723/25 To consider any apologies and reasons for absence

Cllr Smith proposed to accept the apologies and reasons for absence from Cllr Avery and Cllr Driver; this was seconded by Cllr Baines and resolved by the Council.

2724/25 To receive any Declaration of Interest in any items on the agenda

No declaration of interests received.

2725/25 To suspend the meeting for open session for Members of the public to speak and to receive reports from the District & County Councillors and CDCA

The Chair suspended the meeting for the open session.

- District Councillor Fraser McFarland gave his District Council report.
- Mr Herdman submitted his CDCA report in his absence
- The new County Councillor passed on his apologies for his absence.

The Chair then reconvened the council meeting.

2726/25 To consider the minutes of the meeting held 31st March 2025

Cllr Smith proposed to accept the minutes of the meeting held on 31st March 2025 as a true record; this was seconded by Cllr Joyce and resolved by the Council. The Chair duly signed the minutes.

2727/25 To review the asset register

The Clerk previously circulated copies of the asset register as of 31st March 2025 for the Councillors to review.

Cllr Baines proposed at approve the asset register with no changes; this was seconded by Cllr Smith and resolved by the Council.

2728/25 To appoint councillor's responsibilities

The Chair went through the responsibilities and Cllr Joyce proposed to approve the list as below; this was seconded by Cllr Smith and resolved by the Council.

Playing Fields	Cllr Gibson and Cllr Avery
Road Safety	Cllr Gibson and Cllr Driver
Christmas tree lighting event	Cllr Gibson and Cllr Joyce
Planning	All councillors
Flooding	Cllr Avery, Cllr Joyce, and Cllr Driver
Parish Pastures and Community Orchard	Cllrs Joyce, Cllr Gibson, and Cllr Avery
Allotment Association	Cllr Gibson
Notice Boards	Clerk and Cllr Gibson
Central Bassetlaw Forum	Cllr Gibson
Adverse weather response	All Councillors
CDCA (Village Hall Committee)	Cllr Broughton
Litter Picking, Grot Spots, Dog Fouling	All Councillors
Development committee	Cllr Avery
Parish council website	Cllr Smith and Clerk
Bank Signatories	Cllr Gibson, Cllr Avery, and Cllr Smith
Defibrillator checks	Cllr Gibson

2729/25 To review updated Standing Orders and Financial Regulations

The Clerk reported that sections 14 and 18 of the Standing Orders have been updated and no updates required for the financial regulations.

Cllr Joyce proposed to implement the updates in to the Standing Orders and no changes for the financial regulations; this was seconded by Cllr Baines and resolved by the Council.

2730/25 To Review the Code of Conduct and Complaints Policies

Cllr Smith proposed to approve the above policies with no amendments; this was seconded by Cllr Baines and resolved by the Council.

2731/25 End of Year Finances – to consider audited financial documents for 31st March 2025

The Clerk previously circulated financial documents for 31st March 2025, balance sheet, bank reconciliation, budget, and reserves for the Councillors to consider.

Cllr Joyce proposed to approve the financial documents as above; this was seconded by Cllr Baines and resolved by the Council.

Bank reconciliation 31st March 2025

Unity Trust Current account bank statement	£02,986.65
Unity Trust Savings account bank statement	£38,766.11
Bank Balance	£41,752.76
Red unrepresented payments as of 31.3.25	£00,025.40
Closing cash book balance 31 st March 2025	<u>£41,727.36</u>
Made up of: General reserves	£24,520.64
Ear marked reserves	£17,206.72
	<u>£41,727.36</u>

2732/25**Finances – to approve payments as listed and consider financial documents for 30th April 2025**

The Clerk previously circulated financial documents for 30th April 2025, balance sheet, bank reconciliation, budget, and reserves for the Councillors to consider.

Cllr Joyce proposed to approve the payments as listed and financial documents as above; this was seconded by Cllr Baines and resolved by the Council.

Payments:

1. Notts Ass of Local Councils – Subscription £307.12
2. Holmes Groundcare – March 1 x grass cutting £274.18
3. Clerk's April wage + HMRC £269.28
4. Unity Trust Bank fees March £6.00
5. Mrs Savill – Internal Audit £50.00
6. Homes Groundcare – April 2 x grass cuts £548.36
7. Darby Ltd – Payroll providers for 2024-25 £120.00
8. B K Hoog & Son – grass cutting on Parish Pasture £144.00
9. P Gibson – reimbursement of expenses £94.43

Bank reconciliation 30th April 2025

Unity Trust Current account bank statement	£10,059.67
Unity Trust Savings account bank statement	£38,766.11
Closing cash book balance 30 th April 2025	<u>£48,825.78</u>
Made up of: General reserves	£31,619.06
Ear marked reserves	£17,206.72
	<u>£48,825.78</u>

2733/25**To consider any planning applications as listed and note any planning correspondence****Application: 25/00318/HSE**

Proposal: Single Storey side extension to replace existing conservatory

Location: Welham Corner, Little Gringley Lane, Welham

Cllr Joyce proposed not to make of objections to the above application; this was seconded by Cllr Smith and resolved by the Council.

2734/25**To receive updates on any actions from the previous meeting**

Min ref 2692 – Cllr Smith reported that Community litter pick went well with ten people attending and eighteen bags of litter collected.

Minutes of the meeting held 12th May 2025

Signed:

Date:

- 2735/25 To receive reports from any other meetings attended**
No other meetings attended.
- 2736/25 To receive play area inspections**
The Chair has carried out one play area inspection in April. Broken glass around the car park entrance was picked up during the inspection and noted that motor bikes have been on the pitch. Gill Green Walk play area – this area was cleaned, swept and glass picked up.
- It was noticed that the independent play area inspection is scheduled to take place week-ending 16th May.
- 2737/25 To consider next steps for providing play equipment for older children and suggestions for fund raising**
Cllr Smith reported that a meeting has been arranged and advertised on Monday 19th May at 7pm in the village hall, for people to come forward and to consult with them about what play equipment they would like to see in the parish.
- 2738/25 To receive an update on the website and email service**
Cllr Smith reported that the format on the website for agendas and minutes has been changed.
- 2739/25 To receiving any updates on the Parish Pasture and consider any expenses**
The Chair gave the following report:
- Both wild flower fields have been topped, and Cllr Joyce will be sowing wild flower seed
 - A member of the public has volunteered to carry out some strimming
 - The Chair hired a strimmer and carried out some strimming on the pasture
 - Cllr Avery has purchased a replacement owl box
- Cllr Joyce discussed the purchase of seeds for pollen and nectar. After consideration, Cllr Baines proposed to purchase seeds for the cost of £90.00; this was seconded by Cllr Smith and resolved by the Council.
- The Chair and Cllr Avery carried out the annual allotment field inspection with some work to carry out prior to the next inspection.
- 2740/25 To receive any updates on the Mayflower Community Orchard**
The Chair has arranged for the grass to be cut and around the Orchard fruit trees, and then it will be allowed to flower until the seeds have set. Mr Coley has volunteered to keep the seating areas tidy for access.
- 2741/25 To receive any updates of flood reports**
Cllr Avery submitted his report. There is no progress to report on the Flood Prevention strategy but would like to record his appreciation for support from County Cllr Tracy Taylor in the past and he hopes that we will be able to continue with support from our new County Councillor.
- 2742/25 To report any Highways, Rights of Way, or Service Faults**
- The Chair has litter picked Clarborough & Welham Main Street
 - PCSO Daley is currently trying to deal with the off-road bikers
 - It was noted that verbal abuse is occurring on Hillview Crescent due to inconsideration of car park in front of driver during the school run times
- 2743/25 To receive any correspondence or information for future agenda items**

- An email has been received regarding ducks and chicks being run over on Main Steet Welham and a request for signs to warn drivers to be aware – this will be passed on to the County Council.

2744/25

Time and date of the next Parish Council Meeting

The next Parish Council Meeting will be held on Monday 23rd June 2025 at 7pm in the Clarborough Village Hall.