

DRAFT MINUTES OF THE BURTON JOYCE PARISH COUNCIL MEETING

TUESDAY 2nd MAY 2017

Carnarvon Rooms Chestnut Grove, Burton Joyce at 7.30pm

- Present:** Cllrs P Blandamer, Cluff, Fife, Greenfield, Hazard, Hutt, Hyde, Johnson, Ringham & Wells
- In Attendance:** Anne Chisholm (Parish Clerk), Jayne Savage (Deputy Parish Clerk), Cllr S Poole (GBC) and N Brookes(NCC/GBC) and 2 members of the public
- 17/1312 Election of Chair:** Cllr Steve Cluff was elected Chair and signed the declaration of acceptance of office.
- 17/1313 Election of Vice Chair:** Cllr Paul Hyde was elected Vice Chair
- 17/1314 Apologies:** Cllr C Blandamer
- 17/1315 Declarations of Interest:** None received
- 17/1316 Minutes of Meeting held on 4th April 2017:** the minutes of the meeting held on the 4th April 2017 were agreed as a true record and signed by the Chair.
- 17/1317 Open Session for the Public**
It was agreed to suspend Standing Orders
Cllr Poole reported that there was one more Local Development Plan Hearing Session which was scheduled for 16th May. A report would follow in October.
Cllr Brookes was pleased to report that the resurfacing work on Padleys Lane had been carried out and that she would shortly be pressing for similar work on Main Street.
It was agreed to re-instate Standing Orders
- 17/1318 Committees & External Bodies**
Cllr Greenfield confirmed that she was now unable to attend Poplars Sports Ground Meetings. With this one change, it was **resolved** to continue with the existing committees and membership.
- 17/1319 Internal Audit Monitors**
It was **resolved** that Cllrs Hutt, P Blandamer & Johnson would continue as Internal Audit Monitors.
- 17/1320 Bank Mandate & Signatories**
It was **resolved** to maintain existing arrangements with regard to the Bank Mandate and for Cllrs P Blandamer, Cluff, Hyde and Hutt to continue as bank signatories.
- 17/1321 Budget Performance**
The Profit & Loss Account was circulated. It was reported that a surplus of £7360 was estimated. Some minor amendments to postings on the 3G budget may be required. The invoicing system was being upgraded and a new Sales Ledger system would be introduced.
The Clerk reported that a meeting had taken place with the Internal Auditor and that a further visit would take place towards the end of the month. The accounts and annual return would be presented at the next meeting.
The payment list for April/May 2017 had been previously circulated and a supplementary payment list tabled. It was **resolved** to approve the payment lists as presented.
- 17/1322 Correspondence**
a. The Chair explained that further correspondence had been received from the Information Commissioner in relation to an ongoing Freedom of Information request. The background was discussed and the Chair agreed to verify with the Sports Clubs that they did not wish for contract information to be released.

It was **resolved** to inform the Information Commissioner that the information requested had already been released.

b. It was noted that the correspondence regarding a crossing request would be referred to the Communities Committee

17/1323 Neighbourhood Plan

Cllr Hazard reported that a positive meeting had been held with Gedling Borough Council. The consultant would prepare a first draft of the report which would be submitted to Gedling Borough Council in June. An Open Day for further public consultation would be held in October.

17/1324 Old School Building

Draft policy documents, hire agreements and additional information had been circulated and were discussed. It was **resolved**:

- **To prioritise use for community groups**
- **To approve the terms for room hire - Burton Joyce Players**
- **To approve the terms for room hire - Windmill Nursery**
- **To establish an Old School Building Development Working Group**
- **To purchase at the earliest opportunity a 125 year lease**

It was agreed that the working group would be set up to include Cllrs Fife, Johnson, Hyde, and P Blandamer. The Working Group would also include community representatives.

It was further agreed that Cllrs Cluff, Johnson and Hyde would continue negotiations on behalf of the Council.

The Council agreed that over the summer the Guides could develop the garden area.

17/1325 Committees

- (i) **Amenities:** It was noted that Cllr Fife was incorrectly included in the apologies. With the one amendment it was **resolved** to receive the minutes of the meeting held on 30th March 2017.
- (ii) **Planning:** It was **resolved** to receive the minutes of the meetings held on the 4th April 2017.
- (iii) **Finance & General Purposes Committee:** It was noted that there had been no formal meeting held in April.
- (iv) **Poplars Sports Ground:** It was noted that there had been no formal meeting held in April.
- (v) **Community Engagement:** It was noted that there had been no formal meeting held in April.
- (vi) **Personnel Committee:** It was **resolved** to approve the formation of a Personnel Committee. The membership would consist of the existing Working Group members. A Terms of Reference would be considered at the first meeting.

17/1326 To discuss the Burton Joyce Emergency Plan

The development of an Emergency Plan was briefly discussed. It was **resolved** to refer the Emergency Plan to the Community Engagement Committee.

17/1327 To approve the cost of repairs to the Titan Swing

A briefing note had previously been circulated. It was resolved to approve the costs and repair in house with assistance from the Tractor Services mechanic.

17/1328 To consider the 'Summer Friday Night' Poplars bar price

The bar price structure was discussed. It was **resolved** to trial the reduced prices for a season and review.

It was also **resolved** to allow Burton Joyce Football Club to provide burgers for a season and review.

17/1329 To discuss the Christmas Light 'switch on'

It was **resolved** to defer the item to the Communities Committee.

17/1330 To appoint a Clerk and RFO

It was **resolved** to discuss the item under confidential session and to exclude any members of the public and press present as it involved staff recruitment.

The Clerk and Deputy Clerk left the meeting.

It was **resolved** to offer the position to candidate 3.

17/1331 To appoint a temporary RFO

It was **resolved** to appoint Cllr Hyde as temporary RFO retrospectively and until the new Clerk started work.

Signed: _____

Meeting closed at 9.20

Date of Next Published Meeting – Tuesday 6th June 2017