

Edwinstowe Parish Council

Working to make a difference

Clerk – James Gamble MSc.

Tel: (01623) 824243
email – info@edwinstowe.co.uk



You are invited to the Ordinary Meeting of the full council to be held on Wednesday 15th June 2022, at 7pm. The meeting will be held at the Council Chambers, Village Hall, Mansfield Road, Edwinstowe. Public and Press welcome to attend.

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| 22/026 | Welcome by the Chair |
| 22/027 | Receive apologies and reasons for absence |
| 22/028 | Disclosures of interests by members |
| 22/029 | Approve minutes of the full council at the Ordinary meeting held on Wednesday 11th May 2022. |
| 22/030 | Matters arising (<i>following NALC guidelines</i>) |
| 22/031 | Public participation, standing orders will be suspended for the duration of this section |
| 22/032 | To receive any questions to council from members |
| 22/033 | To receive draft minutes and reports of the following committees, sub-committees and working groups;
Amenity Committee |
| 22/034 | Agenda |
| I. | Motion – Secret Ballots |

Edwinstowe Parish Council is committed to openness and transparency. Councillors agree that as an important level of local government, we are accountable for our votes and members will not use secret ballot or any other method that allows councillors to hide their vote from public scrutiny.

Proposed by Councillor Karen Peck

Seconded by Councillor Alison Troop

II. Motion – Business Loan

I am formally proposing that Edwinstowe Parish Council applies for a business loan of £80,000 (Eighty thousand pounds) to be repaid over 5 years (or sooner).

I consider that this sum will enable the Parish Council to press forward with key capital projects whilst seeking, and securing, funding elsewhere. At present, a number of projects have stalled whilst agreed (or confidently anticipated) funding is awaited. In the meantime, contract costs are set to soar as a result of unprecedented materials cost inflation.

Proposed by Councillor Clive Parkin

Seconded by Councillor Celia Brooks

III. Motion – Amenity Committee Terms of Reference

In line with Standing Orders 4(d)

It is proposed that the Terms of Reference for the Amenities Committee, as presented to the Amenities Committee meeting of June 7th 2022 be accepted formally by the Parish Council. It is further proposed that the format be used as the standard format for Terms of Reference for all Committees.

To this end Terms of Reference for Human Resources and Finance Committees, as sent with the agenda for the June 2022 meeting of the Council, be formally accepted.

Proposed by Councillor Celia Brooks

Seconded by Councillor Clive Parkin

IV. Motion – amendments to Standing Orders Finance / Filming Public Meetings

It is proposed that the Finance regulations 3.5 and 3.6 now read as follows:

Regulation 3.5

The Parish Clerk may authorise expenditure of up to £1,000 for any specific item, contract or service provided that such expenditure is in accordance with Council policy and procedures and is reported, retrospectively, to the next meeting of the Finance Committee or Council.

Regulation 3.6

The Parish Clerk may authorise expenditure of up to £1,000 for any specific item, contract or service within the remit of that post, provided such expenditure is in accordance with Council policy and procedures and is reported, retrospectively, to the next meeting of the appropriate working group and/or the Finance Committee or Council.

It is further proposed that the following amendment be added to the Filming of Public Meetings policy:

It is confirmed that audio recordings of meetings held by the Parish Council will not be kept once the written minutes of a meeting are accepted as the true and correct record of a meeting. Anyone other than the Clerk who records a meeting will be notified that such recordings have no legal standing once written minutes have been accepted.

Proposed by Councillor Celia Brooks

Seconded by Councillor Chrissie Ayre

- V.** Completed S106 application forms
- VI.** Completed Grant applications
- VII.** New Website
- VIII.** Bowls Pavilion
 1. Fitted Security sheeting and metal Door.
 2. Architect Design
 3. Asbestos Survey Report
- IX.** Edwinstowe in Bloom

1. BT Building Maintenance Works Progress
2. Woodhead Group Meeting
3. Sponsorship
4. Grants
5. Gateway Planters

X. Hanging Baskets

XI. Jubilee Event Celebrations

1. Community Bunting
2. Jubilee Spinney – commemorative planting

XII. Events

1. Village Hall / Mansfield Road Car Park Summer Fayre
2. Edwinstowe Book Festival
3. Tour of Britain

XIII. AGAR

XIV. Sherwood Levelling up Fund – Chairs update

XV. New Staff Member

22/035 Correspondence

1. BOWE Radio – Patron
2. NSDC – Tour of Britain
3. Sherwood Forest Trust – Major Oak Woodland Festival
4. Lord Richard Harrington

22/036 Financial Matters (to be referred to the finance committee, if necessary)

22/037 Invoices for approval

Date	Payee	Description	Amount incl VAT (if applicable)
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06.5.2022	NSDC	Dog Bin Collection	£1,123.20
19.4.2022	Arthur J Gallagher	Council Insurance	£ 4,689.75
09.5.2022	JKE Website	Website	£ 600.00
13.5.2022	Secure Empty Property	Pavilion Security	£ 1,734.00
13.5.2022	NALC NOTTS	Annual Membership	£866.70
20.5.2022	Wages	Salaries	£ 2,028.09
23.5.2022	Pegasus Tree Care	Tree Surgery	£ 660.00
23.5.2022	Arthur J Gallagher	Vehicle Insurance	£929.58
24.5.2022	Mansfield Garden Machinery	Service	£84.50
24.5.2022	Mansfield Garden Machinery	Inspection	£20.00
01.6.2022	Bennett	Hanging Baskets	£1,775.00
01.6.2022	Wages	Salaries	4,006.95
06.6.2022	Town & County	Grass cutting	£1072.80

22/038 Direct Debits for approval

Date	Payee	Description	Amount incl VAT (if applicable)
11.5.2022	BT Group PLC	Telecoms	£38.93
17.5.2022	Sage Global Services	Payroll Software	£20.40
23.5.2022	Chapel Street Telecoms	Telecoms	£57.79
23.5.2022	SSE Electricity	Carpark electrics	£39.18
26.5.2022	UK Fuels Ltd	Petrol/Diesel	£103.01
26.5.2022	ALD Automotive	Vehicle Lease	£334.80
30.5.2022	Waterplus	Water Charges	£106.20

01.6.2022	DVLA	Vehicle Tax	£ 24.06
01.6.2022	NSDC	Carpark rates	£ 58.00
01.6.2022	NSDC	Carpark rates	£ 49.00
01.6.2022	UK Fuels Ltd	Petrol/Diesel	£ 36.29
08.6.2022	UK Fuels Ltd	Fuel Card	£ 1.80
08.6.2022	Waterplus	Water charges	£ 23.46
10.2.2022	BT Group PLC	Telecoms	£38.93

22/039

Income

09.5.2022	Cemetery	£410.00
11.5.2022	Allotment	£30.00
16.5.2022	Cemetery	£25.00
17.5.2022	Cemetery	£945.00
20.5.2022	Hanging Basket	£180.00
20.5.2022	Magazine	£50.00
27.5.2022	Magazine	£50.00
31.5.2022	Sponsorship	£295.62
01.6.2022	Cemetery	£235.00
01.6.2022	Sponsorship	£200.00
06.6.2022	Magazine	£200.00
07.6.2022	Hanging Baskets	£30.00
09.6.2022	Magazine	£50.00

09.6.2022	Cemetery	£160.00
09.06.2022	Magazine	£150.00
	TOTAL	£3,010.62

BANK BALANCE		£ 130,286.66
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22/040 **Reports from County & District Councillors (verbal report; bullet points sent to the Clerk prior to meeting)**

22/041 **Planning Matters**

NONE

22/042 **To resolve to exclude the Press and public from the following item(s) in accordance with The Public Bodies (Admissions to Meetings) Act 1960.**

Confidential Matters

22/043 **Date of next meeting; Wednesday 13th July 2022.**