

KINOULTON PARISH COUNCIL MEETING

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Draft minutes of the Parish Council Meeting held at the village hall on Tuesday 16th June 2021.

Present Councillors: Cllr. P. Cadwallader (Chairperson)
Cllr. S. Campbell
Cllr. G. Earl
Cllr. S. Hill
Cllr. M. Kaiser
Cllr. N. Oxby (Treasurer)

Mrs. J. Holland (Clerk to the Council)

Visitors: Cllr. T. Combellack (Borough Councillor)

Apologies Cllr. M. Marriott (Vice-Chairperson)
Cllr. R. Butler (County Councillor)

Parishioner Question Time – No parishioners present.

Meeting opened at 20.00.

19. APOLOGIES

Cllr Butler sends his apologies if he is unable to attend but he arrived shortly after the meeting started.

20. APPROVAL OF MINUTES FROM THE 18th May 2021.

Cllr Hill asked that a slight amendment is made, the amended minutes will be passed to Cllr. Cadwallader to sign the amended minutes.

It was proposed by Cllr Kaiser to approve the minutes from the 18th May 2021, seconded by Cllr. Campbell. Agreed by all councillors.

Action points:-

Items to go on future agenda-

- **Speeding in village.**
- **Crime in village**
- **Queens Jubilee**

Ward boundaries – is on agenda.

Parish Affairs – wrapping on bales – Cllr Kaiser will supply pictures of the loose wrappers from bales in field on Owthorpe Lane and supply to Clerk.

21. Planning applications

Reference Number: 21/01615/FUL

Applicant: MRS L PORTER

Development: Replacement Conservatory to the rear of the property.

Location: 8 Nevile Drive Kinoulton Nottinghamshire NG12 3EE

The Parish Council discussed this application and decided that there were no comments.

Reference Number: 21/01709/FUL
Applicant: Mr & Mrs Marriott
Development: Two storey side and front extension
Location: Ailsa Hickling Lane Kinoulton Nottinghamshire NG12 3ED

The Parish Council discussed this application and decided that there were no comments.

Action Point: Clerk to put no comment on the planning portal.

22. Decision notices

Reference Number: 21/01071/FUL
Applicant: Mr and Mrs Hudson
Development: First floor extension to dwelling house.
Location: Grove Farm Cottage, Hickling Lane, Kinoulton Nottinghamshire NG12 3ED
Grant Planning Permission

Reference Number: 21/01113/FUL
Applicant: Mr Matthew Gent
Development: Construction of single-storey rear and first floor side extension. Alteration to re-pitch existing front single storey roof. External alterations including rendering and weatherboard cladding.
Location: 12 Neville Drive Kinoulton Nottinghamshire NG12 3EE
Grant Planning Permission

23. Internal Auditors Report

An associated paper on the Internal Auditors Report had been circulated with the agenda. Cllr. Oxby informed the Parish Council that the Internal Audit Report had been undertaken. Mr Dixon has signed the internal audit and no issues had been identified. No questions were raised by councillors.

24. Certificate of Exemption AGAR 2020/21

An associated paper on the Certificate of Exemption had been circulated with the agenda. Cllr Oxby, as Treasurer, advised that the Parish Council qualified for the Certificate of Exemption. Therefore, if the Certificate was signed and returned to the external auditor, there was no requirement to submit the Annual Government Statement and Accountability Return to the external auditor.

Cllr. Oxby proposed that the Council authorises the Chairman of the meeting and Treasurer as Responsible Finance Officer to sign the Certificate of Exemption –AGAR 2020/21.

Seconded by Cllr.Hill. Approved by councillors present.

25. Annual Governance Statement

An associated paper on the Annual Governance Statement had been previously circulated with the agenda. No questions were raised by councillors.

Proposed by Cllr. Oxby the Council resolve the following:

1. We acknowledge as members of Kinoulton Parish Council our responsibility for ensuring that there is a sound system of internal control, including the preparation of accounting statements. We confirm, to the best of our knowledge and belief, that the Council has met the governance requirements and is able to respond "Yes" to all applicable Assertions set out in the Report.
2. Approves and authorises the Chair and the Clerk to the Council to sign the Annual Governance Statement in the Annual Governance and Accountability Return 2020/21.

Seconded by Cllr. Kaiser. Approved by councillors present.

26. Year End Accounts and Annual Return 2020/2021

An associated paper on the Annual Governance Statement had been previously circulated with the agenda. Cllr. Oxby set out his report with an explanation of the summarised Annual Accounts. Proposed by Cllr. Oxby that the Parish Council resolved to:

- a) Approve the AGAR Section 2 Accounting Statement 2020/21 along with a bank reconciliation and explanation of any variance, authorising the Chairman of the meeting to sign the Statement.
- b) Approve the annual accounts authorising the Chairman of the meeting and the Treasurer to sign the accounts.

Seconded by Cllr.Hill. Approved by councillors present.

Cllr. Cadwallader conveyed his thanks to Cllr Oxby for all his hard work putting together the financial reports.

27. Joint Use Area

Cllr Oxby confirmed the twice a week inspection had been undertaken. The replacement parts had been ordered from Proludic and the contractor instructed to proceed with fitting the replacement items once they had been received from Proludic.

Cllr Oxby advised that the annual inspection from Wicksteed is due.

Action Point: Clerk to arrange annual inspection by Wicksteed.

28. Local authority remote meeting: call for evidence

Information regarding the consultation had been circulated prior to the meeting. Cllr. Cadwallader, had drafted a response and invited comments from councillors on the call for evidence. He considered that the Parish Council meetings that were held remotely went well, and he considered that it was important that the Parish Council decide if they wish to hold remote meetings in the future.

Cllr. Oxby and Cllr Kaiser agreed that the Parish Council should be able to decide if they would like to hold actual or remote meetings. Cllr. Kaiser suggested that if the Parish Council decide to hold virtual meeting, then all people attending will need to be joining remotely, as it does not work to hold a meeting with a mixture of remote and actual attending (no mix).

The response was approved by councillors but it was left open to councillors to forward any other comments on this aspect to the Chairman as soon as possible, as the deadline for the response is 17th June

Action Point: Cllr Cadwallader will circulate draft, if Cllrs wish to comment they must do so by tomorrow, as deadline is 17.6.21.

29. Grantham Canal

Cllr. Cadwallader, disappointing that the work proposed, which was due to commence in May, had not been able to start the work as Canal & Rivers Trust has not been able to supply equipment or materials.

Advised that a parishioner did a 70-mile bike ride and has raised over £2,000 which will be used for local canal maintenance work that is due to be carried out.

30. Insurance Policy

An associated paper of the insurance aspects had been circulated. Cllr. Oxby apologised he had reported on the incorrect email at the last meeting. The correct email from the insurer identified that there were different cost options associated with the length of period the Parish Council was prepared to commit to with the insurer. That is as, 1 year, 3 year or 5 years.

After a discussion, it was proposed a 5-year agreement was entered into by Cllr. Kaiser and seconded by Cllr. Hill. Agreed by all.

Action Point: Cllr Oxby to contact the insurer and confirm that the Parish Council wishes to take out the 5 year package.

31. Crime in the Parish

Cllr. Cadwallader advised that 2 cars had been stolen off drives, both took place early in the morning, by keyless entry card relay theft. Keyless entry means you do not put the key in the slot in the car, as the keyless card can be in your pocket. One thief has a relay box which they put by the property, this relays to the signal from the keyless card to the other thief that is stood by the car. Advice from the PCSO is that you do not put keyless entry cards anywhere near door/hall. Put your keyless card in a tin box and this stops the relay reader reading the keyless card, also suggested that a steering wheel lock is put on steering wheel.

Action Point: Cllr. Hill suggested that this is put in the newsletter, Cllr. Cadwallader will draft something.

Dog theft, spotters mark where a dog walker is using a route, this might be marked with a cable tie – so if you see a cable tie please remove this, also use chalk markers to mark the route taken by a dog walker.

32. Local Government Commission for England Consultation on Ward Boundaries for Rushcliffe Borough Council

Cllr. Oxby had circulated an updated response based on the information that was used in the 2012 response when the wards were previously reviewed by the Commission. The response stressed that Hickling, Kinoulton and Upper Broughton have a tradition of being linked together.

Cllr. Hill advised that he had difficulties in accessing the website and was unclear on what response the Boundary Commission were requesting. He, presume it is asking what boundaries the Parish Councils would like the boundaries to be. Cllr Kaiser raised that Colston Bassett was within the catchment of Kinoulton Primary School.

Cllr. Cadwallader suggested that Councillors submit and changes to the response to Cllr Oxby as soon as possible as the response needs to be submitted by 19th July.

Action Point: Any proposed changes to the draft response to be forwarded to Cllr Oxby.

33. CORRESPONDENCE

Dog fouling – Cllr. Combellack, there is a change of the fines given out, if you are observed littering or failing to pick up their dog's waste, you will be issued with an on-the spot £100 fine, unless you have a disability that means that you are unable to clean up after you dog.

34. SANCTION OF ACCOUNTS

- **Clerk's salary and expenses for period from 1st April to 30th June 2021.**
- **Horizon Landscapes Ltd £378.00 +Vat for fitting the replacement parts to the play equipment.**
- **Mr.D.Bilton Bin Bags for volunteers dog bin, Irish Jack's Bridge, £31.50**
- **Mr.D.A.Dixon Internal audit 2020/21 £70.00**

David Bilton dog waste bags, David Bilton has asked if parishioners will help with the emptying of the dog waste bins – 5 volunteers have offered to help.

The Parish Council agreed to defray the cost –

35. Borough and County Councillor Updates

Cllr. Butler - A new council is in place at the County Council. Green is a big thing, with a climate emergency declaration, most of main committees must consider environmental issues when they decide. Highways again is a big issue, roads had been getting better, however, patch repairs do not last very long. A Group has been formed to recommend better ways of undertaking highway work. He expressed that consultation via remote meetings, zoom meetings, works well. Hybrid meetings do not work as well. The advantage of remote meetings is that it has improved demographic interest, on-line people do tune in, and it does save money on hiring of rooms.

Cllr. Combellack concur with what Cllr Butler had said if we can get the technology to do it, 30 councillors in chamber and others remote, means more people take part and are interested, and engaged with planning applications. It is also more productive as able her to do two meetings in an evening. Referred to be update on various issues that she had forward earlier in the month to the Parish Council.

36. PARISH AFFAIRS

Cllr. Oxby advised that the works to the cricket club connect to the sewer system has been completed and he anticipated that a request for the grant payment will be received shortly.

Cllr. Cadwallader raised that parishioners had raised concerns that the open space area on Pinfold Lane had been left as a wildflower meadow as it had not been mowed. A number of councillors raised concerns on the lack of mowing of areas. Agreed that cllrs would review areas that they considered has issues including verges and sight lines for vehicles with a view to contact the Highway Authority after the next Parish Council meeting

Cllr. Cadwallader advised that the Village Sign on the Village Green has lost a piece of wood. A parishioner was looking to undertake repairs and will report back to the Chairman on this aspect.

DATE AND TIME OF NEXT MEETING

The next Parish Council meeting is due to take place on Tuesday 20th July at 8pm.

Meeting closed at 21.16.

Apologies from Cllr Butler as he will be unable to attend the meeting on 20th July.