

KINOULTON PARISHCOUNCIL
PARISH COUNCIL MEETING
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Minutes of the Parish Council Meeting held in Kinoulton Village Hall on 16th May 2017 at 19:30.

Present K. Freeston (Chairman)
 D. Bilton (Vice Chairman)
 J. Cadwallader
 G. Earl
 S. Hill
 N. Oxby (Treasurer)
 S. Roberts

J. Holland, Clerk to the Council

Apologies None

Visitors Tina Combellack (Borough Councillor)
 Richard Butler (County Councillor)

The Parish Council Meeting was opened at 19.30.

Cllr. Oxby introduced Richard Butler, who was recently re-elected to Nottinghamshire County Council representing the Cotgrave ward of which Kinoulton is now a part.

20. PARISHIONERS' QUESTION TIME

No Parishioners were present.

21. APOLOGIES

None

22. ELECTION OF OFFICERS

Cllr. Freeston advised the Parish Council that, as this meeting was the Annual Parish Council meeting, the Chairman, Vice-Chairman and Treasurer were due to be elected.

Cllr. Oxby proposed Cllr. Freeston for Chairman, if she was willing to remain in post. Cllr. Freeston confirmed that she was. Cllr. Oxby proposed Cllr. Freeston, Cllr. Earl seconded proposal. The Parish Council agreed unanimously.

Cllr. Freeston stated that the Vice-Chairman position was next on the Agenda, Cllr. Oxby proposed Cllr. Bilton, Cllr. Cadwallader seconded this proposal, Parish Council agreed unanimously.

Cllr. Freeston asked if Cllr. Oxby was willing to stay in post as Treasurer, Cllr. Oxby confirmed he was, Cllr. Roberts proposed Cllr. Oxby for Treasurer, Cllr. Earl seconded this proposal and the Parish Council agreed unanimously.

Cllr. Freeston signed the Declaration of Acceptance, witnessed by the Clerk.

23. DECLARATION OF INTEREST BY MEMBERS

None

24. TO APPROVE MINUTES FROM MEETING HELD IN APRIL 2017

The minutes of the Parish Council meeting held on the 18th April 2017 as previously circulated, were taken as read, and then signed by the Chairman as a true record.

25. MATTERS ARISING FROM THE MINUTES

Cllr. Freeston had contacted the Canal and River Trust (C&RT) concerning the low levels of water in the canal, C&RT came out to inspect the same day. Clerk has sent an e-mail to the C&RT regarding the low levels of water, no reply has been received. Cllr. Cadwallader was advised by a member of the C&RT whilst they were working on the canal that there was a leak.

Cllr. Oxby advised the Parish Council that the oil painting that is going to be donated to the Parish Council will be unveiled on the 31st May and that members of the donor's family were going to attend the event. Cllr. Oxby asked for approval from the Parish Council to purchase a copy of the Kinoulton Village Scrap book at a cost of £7.00 to present to the daughter of the lady who donated the oil painting, the Parish Council unanimously agreed.

26. PLANNING APPLICATIONS

REFERENCE NUMBER: 17/009957FUL
APPLICANT: Mr. A. Moreland
DEVELOPMENT: Single storey side extension.
LOCATION: 15 Nevile Drive, Kinoulton, Nottinghamshire. NG12 3EE

Councillors had no comments on this application.

Action Point: Clerk to put no comment from Parish Council on the Rushcliffe Planning portal.

DECISION NOTICES

None

27. JOINT USE AREA

Cllr Oxby confirmed that the Joint Use Area had been inspected twice a week. The platform nearest the Village Hall car park has been taped off as there is slight movement on one of the posts on top of the platform. Cllr. Oxby has been in touch with the School's Premises Manager and he will tighten the bolts holding the post. Cllr Oxby advised that a sometime in the future, the platform will need to be replaced (the platform is the one with a slide off it by the gate to the play area). When the platform is replaced the four steps to the platform will probably need to be replaced at the same time.

Cllr. Oxby advised that the school has an action against them from 2014, and the school requested the minutes from the Parish Council meetings from 2014 to date, these have been supplied to the school. He understands that the action is not to do with the play equipment, but relates to supervision.

28. ANNUAL GOVERNANCE STATEMENT

An associated paper had been circulated setting out the Annual Governance Statement for 2017 prior to the meeting. Everything was a yes answer apart from Question 4. The Audit regulations states there are 30 days for electors to exercise their rights. An error in calculated the days in 2016 resulted in 31 days being given for electors to exercise their rights. Consequently, this has been identified in the 2017 Governance Statement

Proposed by Cllr Oxby Seconded by Cllr Hill that

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 meet the governance requirements and is able to responds "Yes" to all applicable Assertions set out in the Report, subject to the note to Item 4.
2. Authorises the Chair and the Clerk to sign the Annual Governance Statement in the Annual Return.

Approved by all the Parish Councillors

29. ANNUAL ACCOUNTS 2016/17

An associated paper had been circulated setting out the Annual Accounts and including Section 2 Accounting Statements 2016/17 in the Annual Return Cllr. Hill remarked that he thought it is has been very well done and had read the full report.

Proposed by Cllr Oxby Seconded by Cllr Roberts that the Parish Council:

- a) Approves the annual accounts as presented and certify that the accounting statements in the annual return present fairly the financial position of the Council for the year ended 31st March 2017, as set out in Appendix One and Appendix Two.
- b) Approved Annual Return Section 2 - Accounting Statement S2016/17 set out in Appendix One
- c) Authorises the Chair of the meeting to sign the Annual Accounts and The Statement of Accounts in the Annual Return.

Approved by all the Parish Councillors

30. INTERNAL AUDITOR'S REPORT

Cllr. Oxby stated that there were no issues arising from the Internal Auditor's report. Cllr. Freeston thanked Cllr. Oxby for his work in putting together the paperwork for the audit.

31. MEETING DATES FOR 2017/18

Parish Council meetings will take place on the 3rd Tuesday of each month, with the exception of the months of August and December, when there will be no meeting.

Cllr. Hill suggested that the date of the Annual Parish Meeting (APM) be fixed. Cllr. Oxby agreed and suggested that the APM be held on the Wednesday closest to 24th May, and that the Village hall should be booked. Cllr. Freeston said that she would enquire and book the hall.

Action Point: Clerk to book the Village Hall for the next APM so the date can be published well in advance.

32. CORRESPONENCE- A46 NEWARK TO WIDMERPOOL

Cllr. Freeston advised the Parish Council that Cllr. Oxby had circulated information to residents on the Old A46 and the initial part of Kinoulton Lane (up to and inclusive of Wolds Farm barn conversions on the questionnaire in relation to the correspondence from Atkins regarding post A46 opening. Cllr. Oxby had circulated a summary to the Parish Council prior to the meeting. The Parish Council discussed the summary and it was agreed to send of the information stating that only two replies were received.

Action Point: Clerk to forward information to Atkins.

Cllr. Freeston advised the Parish Council that the Town and Parish Conference would be held on the 16th June, however, no agenda had been received.

33. SANCTION OF ACCOUNTS

- Kinoulton Village Hall - Hire Fees January to March inclusive £33
- Mr.D.Dixon - Internal Audit £67.50
- Zurich Municipal Insurance due 1st June £542.16 (in agreement until next year)

The Treasurer advised that in accordance with the Financial Regulations he had paid the following invoices prior to the meeting and he was reporting the payments to the earliest subsequent meeting of the Parish Council:

- HandyElec Installing Defibrillator at the Nevile Arms £100.00
- Clerk to the Council Refuse Sacks £11.34 inclusive of VAT

The Council agreed to defray the above costs.

The Treasure advised that the following sums had been received:

- Rushcliffe Borough Council Precept - Remittance advice for £6,850.00
- HMRC VAT Refund for 2016/2017 £504.97

34. PARISH AFFAIRS

Cllr. Roberts raised issued of the projector for the Annual Parish Meeting, Cllr. Oxby said that he would try and borrow one.

Cllr. Cadwallader had been contacted by a parishioner regarding cyclists in the village and along towpaths. The parishioner had requested that signs are put up to ask the cyclists to be considerate to pedestrians. Cllr. Bilton said that he would look at signs at Owthorpe and Clerk to put signs on towpath/road on agenda for June's meeting.

Cllr R. Butler advised that he had reported footpath problems from the Village Hall to the canal and that some areas had been marked out for repair.

Cllr. Oxby asked if it would be appropriate for the Parish Council to pay the Parishioner £25 towards the cost of maintaining the West End of Kinoulton, as raised last year. Clerk to put this on the agenda for June.

Cllr. Earl advised that they might be a chance of obtaining a bench for the canal from the Canal & River Trust as there is a community fund. If this was not possible would the Parish Council be interested in part funding a bench. Cllr. Butler advised Cllr. Earl that if he received a letter requesting a donation this could be considered. Cllr. Combellack stated that of Cllr. Earl wrote to her she could consider donation. Cllr. Oxby said that the Parish Council would also need a request in writing.

Cllr. Freeston said that she would arrange the refreshments for the APM.

Action Point: Cllr. Oxby to see if he can borrow projector for Annual Parish Meeting. Clerk to put the maintenance of West End on agenda for June's meeting. Clerk to put on Grantham Canal bench on the agenda for the next meeting

Meeting ended at 20:30.

The Annual Parish Meeting will be held on Wednesday 24th May 2017 at 20:00.

The next Parish Council meeting will be held on Tuesday 20th June 2017 at 19.30.