

KINOULTON PARISH COUNCIL MEETING
4th October 2022

Minutes of the Parish Council Meeting held at Kinoulton Village Hall, Main Street, Kinoulton at 7.30pm on Tuesday 4th October 2022.

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

Mrs J. Holland, Clerk to the Parish Council

Visitors: Cllr. R. Butler (County Councillor).

Apologies: Cllr. M. Kaiser
Cllr. M. Marriott (Vice-Chairperson)
Cllr. T. Combellack (Borough Councillor)

Parishioner Question Time.

None present

Meeting opened at 7.30.pm.

Cllr Cadwallader opened the meeting by stating that the meeting of 20th September was put back due to the mourning period for Her Majesty Queen Elizabeth II.

71. Declaration of Interest

Cllr Hill signed the declaration of interest with regards to item number 9 – servicing of St. Luke’s church clock.

72. Apologies

Apologies were received from Cllr. M. Kaiser, Cllr. M. Marriott (Vice-Chairperson), Cllr. T. Combellack (Borough Councillor).

73. Minutes of the Parish Council Meeting held on 19th July 2022.

The Minutes of the meeting held on 19th July 2022 were approved as a true record and signed by the Chairperson. Proposed by Cllr Oxby, seconded by Cllr Campbell.

74. Matters Arising

Cllr Campbell has spoken to the manager of the Neville Arms regarding the sheltered seating area in the car park erected during the Covid pandemic to facilitate external use of the Pub.,. Cllr Campbell was advised that the shelter was there when the current occupiers took over the Pub and there are no current proposals for its removal.

75. Planning Applications

None of the time of publishing agenda.

76. Decision Notices

None of the time of publishing agenda.

77. Joint Use Play Area

Cllr Cadwallader advised that Wicksteed had done the annual inspection and there is various recommendation of work that needs to be carried out to specific items of equipment. Playforce had been contacted regarding the rope walkway and while they were willing to replace the timber crosspieces (replaced in 2019) there would be a labour cost of approximately £449. .

After a discussion, it was agreed that there was a need to have a meeting with the School to plan a way forward concerning the future of the equipment and replacing the parts identified in the report.

The Clerk was also requested to email the school with suggested wording for a sign for the items of play equipment, which identify that aspects of the equipment should not be used

Cllr Butler suggested that there might be funds which could be applied for funding toward any new play equipment.

Action Points:- Clerk to contact School to arrange a meeting with the Parish Council and to agree wording for the sign for the play equipment.

78. Vale First Responders

Cllr Hill advised that he was having difficulties contacting the representative of Vale First Responders. He will follow up with the another contact from Vale First Responder concerning attending the Annual Parish Meeting in 2023.

Action Point: Clerk to carry this over for the next meeting.

79. Servicing of St. Luke's Parish Church Clock

Cllr Oxby advised that the church owns the clock, but as it is the Parish Clock the Parish Council pays for the annual servicing. Agreed that the Parish Council would meet the additional cost of servicing the village clock. The form will need to be completed by the

Church and returned to Time Assured and the invoice will need to be made out the Parish Council for payment.

Action Point. Clerk to advise the churchwarden that the Parish Council will pay for the servicing of St. Luke's Church Clock.

80. Tree of the Churchyard

Cllr Earl and Cllr Hill will source a tree for the churchyard.

Action Point: Cllr Hill will liaise with the churchwarden regarding the type of tree and Cllr Earl will purchase it – ideal height 6 – 8 feet.

81. Village Green Maintenance 2023

Cllr Cadwallader suggested that alternative quotes are received before this item is discussed, for it to carry over to the next meeting.

Action Point: Quotes to be obtained for the mowing of the Village Green.

82. Website

The Councillors agree that they would keep the email addresses that they are using. If any Councillor wishes to set up their own email address it is for them to action.

83. Publication Scheme Update

Councillors approved a revised scheme in which the councillor's names are removed and a generic document be used for the Parish Council.

84. Policies for the website

Equality Policy, proposed by Cllr Oxby that policy is adopted, agreed by Cllrs Campbell, Cadwallader and Earl, abstained by Cllr Hill.

Publication Policy – Agreed at a previous meeting.

Accessibility Statement – Agreed at a previous meeting.

Privacy Policy – proposed by Cllr Hill and seconded by Cllr Earl, agreed by all.

GDPR - Raised whether a Data Protection Officer is not needed as per NALC, clerk to email NALC.

Action Point: Clerk to email NALC re if the Parish Council need a GDPR Data Protection Officer.

85. Quarterly Risk Assessment

Updates received by Cllrs Kaiser, Marriott and Cadwallader, awaiting Cllr Oxby.

Action Point Cllr Oxby to forward the Quarterly Risk Assessment to the Clerk to the Council.

86. Option to opt out of the Smaller Authorities Audit Appointments (SAAA) central external auditor appointments arrangements.

An Associate paper had been distributed regarding this matter. Cllr Oxby recommended that the Parish Council remained in The Smaller Authorities Audit Appointment Scheme. Proposed by Cllr Campbell and seconded by Cllr Hill, agree by all.

87. Autumn Litter Pick

Councillors agreed no need to do an Autumn Litter Pick.

88. Borough Councillor and County Councillor to update the Parish Council on any items.

- Cllr Butler confirmed that the road re-surfacing is a surface dressing for the roads which have already had preparation for the works to be undertaken..
- Annual Rushcliffe Borough Council awards, nominations are now open.

89. Sanction of Accounts

Kinoulton Village Hall Hire Hall £42 May, June and July.
Kinoulton Village Hall Hire Hall Feb, March, April, April Parish Meeting. £70.75
Fairfield Services refurbishment of benches. £167.50
Wicksteed £192 including VAT.
Remembrance Wreath £19

Clerk's salary from 1st July 2022 to 30th September 2022 (addendum to minutes)
Clerk's expenses from 1st July 2022 to 30th September 2022. £21.

Proposed by Cllr Campbell and seconded by Cllr Hill.
The Parish Council agreed to defray the above costs.

Under the provisions of section 11 of the Local Government and Housing Act 1989 the right of the inspection of any document that contains personal information about a member of staff was agreed to be removed. Therefore, details of the Clerk's salary appear as an Addendum to these minutes.

90. Parish Affairs

- Cllr Campbell advised that the Cricket Club now has a defibrillator located on the scoreboard. It is available for general use for this end of the Village if required.
- Cllr Earl advised that he had a quote for work on the village tree between £190 -£270, Cllr Hill advised that he would follow up on the tree inspection for the Village Green.

Action Point: Cllr Hill to follow up and circulate the tree inspection report to the Parish Council.

- Cllr Cadwallader advised that there would be a production by the Pantomime Group on the 24th and 25th March 2023.

- Cllr Cadwallader advised that work on the Canal had started on Culvert 39 to repair a major leak. It was noted that Grantham Canal Society and the Canal & Rivers Trust have a long term objective to reopen the Canal with a new link to the River Trent, which means rebuilding various bridges.

Meeting closed at 21.10

Next meeting will be held on the 18th October 2022 – apologies from Cllr Campbell and Cllr Butler for this meeting.

Addendum

Under the provisions of section 11 of the Local Government and Housing Act 1989 the right of the inspection of any document that contains personal information about a member of staff was agreed to be removed. Therefore, details of the Clerk's salary appear as an Addendum to these minutes.

Clerk's wages:

1st July 2022 to 30th September 2022 £ 382.68 less Tax £76.46

HM Revenues & Customs Tax 1st July 2022 to 30th September 2022 £76.46