

# NASSINGTON PARISH COUNCIL



## MINUTES - NASSINGTON PARISH COUNCIL MEETING

Wednesday ~~12<sup>th</sup> January~~ <sup>8<sup>th</sup> June</sup> 2022 at 7.30 pm in Nassington Village Hall

### 22.2043 Attendance and apologies for absence

Present: Cllr Rebecca Downey, Cllr Alain Kingsley, Cllr Cllr Derrick Mortimer, Cllr Robert Peterson (chairman) and Cllr. Apologies received from Alan Burns and Elliott Clark due to business commitments plus Charlotte Lemmon and Shane Rickwood due to personal circumstances. It was **RESOLVED** to accept these apologies. Officer present: The clerk. Two members of the public present.

### 22.2044 Declarations of Interest

There were none

### 22.2045 Approval of Minutes

It was **RESOLVED** to approve minutes of the meeting of May 9<sup>th</sup> 2022, which had been circulated in advance of the meeting.

### 22.2046 Questions or address from members of the public:

The parish council was congratulated on an “absolutely fantastic” jubilee party by the members of the public present.

### 22.2047 Neighbourhood Plan:

It was agreed that there would not be a meeting of the NP advisory committee until the environment and heritage focus groups had collated the evidence for environment and heritage sections of the draft Neighbourhood Plan. It was also agreed that the NP councillors should begin discussions with the stakeholder groups in the parish. *Clarification: Stakeholders in this context are local businesses, groups affecting community wellbeing (eg the doctors surgeries) and established organisations such as the school, village hall, and church.* The village hall trust is an important stakeholder, as the views of the trustees and the trust’s intention regarding the community’s ambitions for a new community building are critical to that part of the neighbourhood plan. The clerk will liaise with the various parties to organise a meeting, in the first instance with the village hall trustees.

### 22.2048 Planning and Development:

- a) Jacks Green – opportunity for follow up: An email had been received drawing the council’s attention to a number of issues raised in objections submitted to the planning authority and circulated to members in advance of the meeting. An important point was the correction that curlews are on the red, as opposed to amber, list of birds of conservation concern.

The council agreed to visit the site accompanied by the applicant and the planning consultant. It was further agreed that the curlews are a matter of concern and that the matters brought the planning authority’s attention regarding sewage, drainage and infrastructure issues must be addressed. The parish council will request that the matter is determined at committee and will advise any members of the public that they must ensure that ward councillors are made aware of individual concerns.

### 22.2049 Governance Matters:

- a) Comment received and issues raised by the internal auditor, with regard to the accounts 12 months ending 31<sup>st</sup> March 2022 were that it is evident from governing documents and when speaking with the Clerk/RFO that the council is fully aware of its responsibilities regarding public finances, especially with regards to accountability, governance, and transparency. However, this could be even more effective by ensuring the following:
  - Recording clearly and regularly that the Council is carrying out its functions correctly which will demonstrate effectively the Council’s compliance with the latest legislation. *In response*, it was agreed that the minutes demonstrate the power under which each invoice / account is paid, which ensures that the council is compliant with carrying out only activities for which it has lawful power.

- If required, approving formally and recording in the minutes any transfer of expenditure from one budget heading to another during the year (virement) in accordance with Model Financial Regulations (paragraph 4.2). *In response*, it was noted that 2021/22 was an unusual municipal year, because it was not possible to hold a meeting of the parish council between May and September. This meant that quarterly accounts ratifications were delayed. However, going forward spending will be closely monitored against budgets and virements carried out to demonstrate that the council is aware when unexpected spend occurs.
  - Monitoring continually the Council's website to ensure content and links are current in compliance with the latest legislation and/or recommended good practice. *In response*, it was noted that the website is generally in compliance with the WGAC 2 requirements and that the agendas and minutes are fully compliant with assistive technology.
  - Other than the above matters, the Council appears to be performing well, with its business affairs managed properly by a very competent Clerk/RFO and committed Council members.
- b) The publication of notice of public rights and period for public inspection of accounts was noted as being 1<sup>st</sup> June 2022 through to 15<sup>th</sup> July 2022
  - c) Insurance: It was noted that a desktop valuation of the pavilion was carried out following recent improvement works and due to the length of time since the previous assessment.  
It was **RESOLVED** to approve the full evaluation of the council's insurance requirements and asset valuation, the basis of which three quotes had been obtained from sector specialist brokers. It was **RESOLVED** to ratify delegated decision to proceed with BHIB on a three year long term agreement.
  - d) The council currently uses a prepaid Mastercard to facilitate online purchases. However, since the setting up of this way of working, charges have been introduced by the operators, which are only £1 more than the monthly charge levied by the council's bankers. It was **RESOLVED** to set up a formal Lloyds MasterCard payment facility (Lloyds Corporate Multipay) via the council's Unity Trust Bank account. The multipay card acts as a debit card in effect as the balance is automatically debited.

#### 22.2050 Playing field / Cricket club

- a) The purchase of the new brushcutter/trimmer and battery as donation to the cricket club was noted. It was **RESOLVED** to approve purchase of a spare battery and a charger unit.
- b) The draft 'memorandum of understanding' (MoU) between the parish council and cricket club concerning gifting of items in point a had been circulated in advance of the meeting. It was **RESOLVED** to approve the MoU.
- c) It was agreed that a written plan for the horticultural, ecological and amenity management of the playing field area for insurance and statutory compliance would be prepared in the coming months. This would include a formal arrangement for the repatriation of the carpark, which had been subjected to severe wear during the building works at the pavilion.

#### 22.2051 Community / Projects:

- a) **Allotments**:. The inspection of the allotments would be taking place the upcoming Sunday. Allotments would be assessed to ensure that they are being cultivated, that there are not excess buildings on the plots and that there is not excess poultry or birds other than those permitted in law.
- b) **Jubilee** party: The platinum jubilee Party in the Park at the playing field had been an unqualified success. The chairman extended gratitude to Cllr Rebecca Downey who had put an enormous amount of work into the project – without her oversight, the event would not have been the triumph and incredible party that it was.
- c) Climate change mitigation:
  - It was agreed that the council would generally be supporting of PV panels on buildings in the conservation area, as technology has progressed to the extent that addressing climate change, high costs of electricity, and fuel poverty can be achieved in a way sympathetic to the heritage of a setting. Listed buildings would still need individual approval.

- The proposal of electric vehicle charge point in the village was generally supported, but the issue of where it/they might be sited is a challenge at the current time. It was agreed that this would be a matter to address within the Neighbourhood Plan/Community Hub as that project came to fruition.

#### 22.2052 Highway matters:

The speed indicator device would be prioritised for installation at the earliest opportunity.

#### 22.2053 Financial matters:

It was *RESOLVED* to approve the following payments:

<u>Goods/Service</u>	<u>Payee</u>	<u>Nett</u>	<u>Gross</u>	<u>Power</u>
Amenity Grass cutting	Plough		220.00	HA <sup>i</sup> S96 PHA <sup>ii</sup> S164
Verges(x 2 in May)	Plough		500.00	LGA <sup>iii</sup> Error! Bookmark not defined. <sup>iii</sup> S136
Marquee hire	Wells Marquees	3,467.50	4,161.00	LGA <sup>iii</sup> S145
Webhosting	Tsohost	47.88	57.46	LGA <sup>iii</sup> S111
Jubilee disco	Lisa Ward-Holmes		75.00	LGA <sup>iii</sup> S145
Jubilee festoon lighting	PDS Sound	30.00	36.00	LGA <sup>iii</sup> S145
Jubilee stage etc	PDS Sound	346.50	415.80	LGA <sup>iii</sup> S145
Balance dome tent& games	S Rodger		400.00	LGA <sup>iii</sup> S145
Cable ties	Amazon	2.41	2.89	LGA <sup>iii</sup> S145
Insurance premium	BHIB		731.53	LGA <sup>iii</sup> S111
Lost/damage charge	PartyChest	33.32	39.98	LGA <sup>iii</sup> S145
Padlocks	Amazon	13.32	15.98	LGA <sup>iii</sup> S145
Cable guard	Amazon	7.89	9.47	LGA <sup>iii</sup> S145
Tent pegs	Amazon	9.99	11.99	LGA <sup>iii</sup> S145
Fairy lights	Amazon	7.49	8.99	LGA <sup>iii</sup> S145
Security guard	Business Watch	171.00	205.20	LGA <sup>iii</sup> S145
Jubilee band	Max Gee		240.00	LGA <sup>iii</sup> S145
Transfer to pockit card			300.00	
<b>Paid by so/dd</b>				
Electricity	SSE	102.61	107.74	PC Act and Highways Act <sup>iv</sup>
Staff costs			715.98	LGA <sup>iii</sup> S112 & Pensions act
<b>Paid by card</b>				
Plastic glasses	Dukes valley	169.13	202.95	LGA <sup>iii</sup> S145
<b>Under delegation since last meeting</b>				
Transfer to pockit card			1,000.00	

#### 22.2054 Official announcements, notices or reports / Correspondence / representations of note:

It was noted that a householder neighbouring the parish council land at the playing field would be felling a tree on the boundary between their garden and the parish council's land. It was noted that an implied licence agreement was in effect for access arrangements, rather than a right of access.

#### 22.2055 Newsletter / Social Media / community communications.

Mention would be made of the jubilee, once again thanking the people without whom the event would not have been such a roaring success. These include specifically Matt Black who did a great deal of electrical work completely free of charge, the cricket club volunteers, FONS and pre-school and all the people who came along to help clear up the next day. Plus The new speed cameras which should be in place by the time the newsletter is published;

**DATE OF NEXT MEETING: 13<sup>TH</sup> JULY 2022**

**Approved by Nassington Parish Council:**

<b>Signature of Chairman</b>	<b>Date:</b>
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- i HA- [Highways Act 1980](#)
  - ii PHA - [Public Health Act 1875](#)
  - iii LGA – [Local Government Act 1972](#)
  - iv [Parish Councils Act 1957 s3](#) / [Highways Act 1980 s301](#)