

ST ALBANS PARISH COUNCIL

Initial_____

Minutes of the Meeting of the Parish Council 03 September 2019 at the Oakwood Academy

Members Present	Members Present	Members Absent
	Clr J King (Chairman)	Clr J Clark
Clr M Clipsham	Clr F Lari	
Clr K Eddyshaw		Clr S-M Rehman-Wall
Clr R Ellis	Clr M Riddle	
Clr D Gibbons		

Also present: 3 members of the public

In attendance: The Clerk

Abbreviations:

FBCP Friends of Bestwood Country Park
GBC Gedling Borough Council
NCC Nottinghamshire County Council
STARS St Albans Activity and Recreation Society

SAPC St. Albans Parish Council
WAG Warren Action Group

Welcome by Chair

Clr King welcomed those present.

SAPC 19-159 To receive and resolve to approve apologies for absence.

Apologies for absence were received from Cllrs Clark (holiday) and Rehman-Wall (work)

SAPC 19-160 To receive questions and petitions from the public – for information only.
Two members of St Albans Activity and Recreation Society (STARS) talked about their project and invited councillors to attend their fundraising event 20th September.

A member of the public reported that the spelling on some road signs had finally been corrected and that a car that had been parked in the same spot for weeks had gone. He reported that an alley way had overhanging trees and brambles which made it difficult to use the path.

SAPC 19-161 To receive a report from the County and Borough Councillors.

There was no County Councillor present.

The borough councillors reported that the borough councillors reported that the Council had run children's activities throughout the summer but admitted that not many had been near the parish. The Council had been dealing with unauthorised encampments on Council land.

They mentioned that GBC was looking at polling stations in the borough and asked people to inform GBC on their views of St. Albans polling station.

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Planning permission had been granted for the replacement of equipment at Muirfield Park.

SAPC 19-162 To receive disclosures of pecuniary and non-pecuniary interests.

There were none.

SAPC 19-163 To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and to resolve to exclude public and press for these items.

There were none.

SAPC 19-164 To receive and approve the minutes of the previous St. Albans Parish Council meeting.

Subject to adding "a meeting" to complete the last sentence of SAPC 19-149 the minutes of the meeting 23 July 2019 were approved and duly signed as a true record.

SAPC 19-165 To review the action sheet resulting from previous month's agenda and receive reports from parish councillors on actions undertaken.

The action sheet was reviewed.

SAPC 19-166 To consider the purchase of a memorial litter bin. (Lari) and authorise associated expenditure if appropriate.

Cllr Ellis reported that CBC was going to install more litter bins across the borough. The positions for these were yet to be determined. Other commemorative items such as notice boards or benches would be another option. The item was deferred to a later meeting.

SAPC 19-167 To consider the purchase of an events banner at approximately £100, approve the wording and design and approve the expenditure for the purchase and any associated cost.

The Council unanimously approved the purchase of a banner to be displayed at all events grant funded by St Albans Parish Council at a cost of approximately £100. The wording was agreed as "This event has been sponsored by St. Albans Parish Council" giving the council's website and Facebook page. Black writing on light green background.

SAPC 19-168 To formally approve the updated mandate for additional account signatories and sign the related documents.

The Council approved the updated bank mandate aware that another mandate form would need to be approved to add the remaining councillors.

SAPC 19-169 Finance:

- a) To receive the receipts and payments report for
- b) To receive the bank reconciliation for July/August 2019.
- c) To receive a receipts and payments over budget report.
- d) To approve the payment schedule and sign it.
- e) To consider approval of any additional payments to be made and add to schedule.

The council received the above reports and unanimously approved the payments schedule. The banner was to be paid for from the Special Projects budget.

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- SAPC 19-170 To receive an update on the LIS application and consider what further action needs to be taken.
The Clerk reported that she had found a manufacturer for a defibrillator pillar which would allow the life saving device to be installed freestanding. Cllr Lari would obtain alternative quotes for the manufacturing of a pillar and Cllr Eddyshaw agreed to revisit property owners previously asked for permission to place a defibrillator. The clerk would make enquiries with Nottingham City Homes.
To confirm the match funding required to draw down the grant.
Deferred to a later meeting.
- SAPC 19-171 To adopt new Financial Regulations as recommended by NALC.
Proposed by Cllr Eddyshaw seconded by Cllr Lari the Council resolved to adopt Financial Regulations.
- SAPC 19-172 To consider adopting a new Code of Conduct as recommended by the GBC Monitoring Officer.
Proposed by Cllr Clipsham and seconded by Cllr Ellis, the Council adopted a new Code of Conduct.
- SAPC 19-173 To adopt Notice Board Policy.
Proposed by Cllr Lari and seconded by Cllr Riddle, the Council adopted a
- SAPC 19-174 Planning:
To consider the following planning applications:
- 2019/0783 | Single storey rear extension. | 39 Jarrow Gardens Bestwood Nottinghamshire NG5 9PH
- The Council resolved to neither support nor oppose the application.**
To receive the following planning decisions:
- 2019/0549 | Installation of a climbing unit in the play area. | Recreation Ground Muirfield Road Bestwood Nottinghamshire – conditional permission
 - 2019/0505 | Two storey front extension | 29 Nell Gwyn Crescent Bestwood Nottinghamshire NG5 8NQ
- Noted.**
- SAPC 19-175 To adopt an events group terms of reference document.
The Council resolved to adopt the events group terms of reference subject to reference to an assets committee being removed.
- SAPC 19-176 To receive the External Audit report and consider any action to be taken resulting from this.
The Council noted the External Audit report and the recommendation provided therein for action to be taken in the 2019-20 return.
- SAPC 19-177 To receive updates on litter pick scheme, authorise any associated expenditure and approve a litter pick policy/risk assessment.
Cllr Lari and the Clerk provided updates on the project.
The Council resolved to adopt the litter pick policy and risk assessment.
- SAPC 19-178 To note the following correspondence (for information only):
- Conference on Affordable Homes
 - Feedback from C Pearson

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- Enquiry regarding co-option process
- Winter service grit order

The Council received the above correspondence and asked the Clerk to order 5 free bags of grit to be delivered to Cllr Eddyshaw.

SAPC 19-179 To receive Items for Notification to be included on next month's agenda. (for information only).

There were none.

SAPC 19-180 To confirm date of next meeting scheduled meeting for Tuesday, 22 October 2019 after 19.00 at The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG7 9PJ.

Cllr Eddyshaw reported that the meeting room at the school would not be available due half term.

The Council resolved that the Clerk would try and book Emmanuel Church Hall for 22 October and authorised the related expenditure. If the hall was not available, the meeting would be held a week early at the Academy.

The meeting closed at 21.15.

Signed as a true record on behalf of St Albans Parish Council.

Name_____ Date_____.

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St Albans Parish Council

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

September

Ref:

SAPC 19-169d)

CASH POSITION BEFORE ANY PAYMENTS ARE MADE						£
Unity Trust Bank Current				31/07/2019		55,778.51
				Total		55,778.51
BILLS FOR PAYMENT						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
BACS	SAPC 19-131	SLCC	Local Training Seminar*	72.00		72.00
STO + DD		Staff Costs	Staff Costs August		-	
STO + DD		Staff Costs	Staff Costs September		-	
BACS	SAPC19-154	Warren Action Group	Fireworks Display	2,400.00	-	2,400.00
BACS		Various	Office Costs - re-imburse B Boyer	28.71	4.72	33.43
BACS	502451718	GBC	GDPR Training	40.00	8.00	48.00
* already paid, event cancelled, to be reimbursed						
				Total		3,456.31
						12.72
						3,469.03

Notes:

Later additions to schedule

on 26/08/2019

55,766.51

Authorised Signatory 1

Authorised Signatory 2

Date

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Payment Schedule September 2019 1

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This document is available on <https://stalbanpc.org/minutes/>
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