# Normanton on the Wolds Parish Council

Minutes of the Parish Council Meeting of Normanton on the Wolds Parish Council held at

**Burnside Memorial Hall, Church Hill, Plumtree** on **Tuesday 7th February 2023** at **6.30pm.**

**Councillors present:** Cllr Kay Cutts (Chairman), Cllr Aruna Day,

 Cllr Dawn Clements, Cllr Jodi Gray, (x1 Vacancy).

**Officers**: Lesa Gilbert – Parish Clerk.

**Also present:** x1 resident, NCC Cllr Richard Butler, RBC Cllr Debbie Mason.

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1. **Apologies for absence** – Cllr Vivienne Ives, Cllr Mike Westwood.
2. **Declarations of interests** – None.
3. **Chairman’s announcement** – Thanked everyone for attendance at the Christmas meeting. -- Looking forward to the start of Spring and plans for the King’s Coronation in May. -- Reported ongoing litter picks around the village. -- Proposed at the May AGM the pc sets out future plans for the Village – Council agreed.
4. **Minutes from the PC Meeting held on Tuesday 6th December 2022 for acceptance** - Council agreed accurate and signed by Chair Cllr Cutts.
5. **Open Session for the public to raise matters of council business *–***Resident shared that following continued requests Highways has now completed siding up works on the A606 from Tollerton to Normanton. -- Has also been out locally litter picking. -- Flagged a problem with the public footpath bridge (*PC will look to raise with NCC on behalf*). -- Asked the pc for an update on the Jubilee mug sales (*Chair Cllr Cutts explain 36 mugs remaining for sale*). -- Queried location for the proposed village Defibrillator and would like it close to his property, or proposed purchasing two (*Chair/Clerk explained Defibrillators are very costly and affording one will prove difficult/require funding. Council explained prior pc resolution that The Plough is the agreed location for the first defib installation*). -- Also asked if the draft minutes can continue to be published on the pc website (*Clerk explained that going forward it’s best practice to only published final approved pc minutes which the Councillors have agreed an accurate account*).
6. **Reports – to consider:**
	1. **District and County Council Members** – RBC Cllr Mason shared information on May Elections – voter proof of ID is now required. -- Meetings being held to confirm RBC council tax for next year which look set to remain the same for bands A-D. -- Reported that the new Bingham Leisure Centre is now finished. -- Also, the new Crematorium is on track for Spring completion.

--- NCC Cllr Butler reported that NCC are finalising council tax/budgets and expect a 2.8% social care increase and overall increase of 4.84%. -- NCC continue to receive lots of poor road condition complaints and lots of repair works are underway across the County. -- NCC continue to progress Devolution. -- Aware of ponding issues at Little Laws. -- Chair Cllr Cutts enquired about new school development in the County to which Cllr Butler explained NCC working on expansions to Rushcliffe Secondary School and a proposed Gamston Primary School should nearby housing developments go ahead.

**Parish Clerk** – reported: now have access to the pc bank account and the bank mandate can be updated. -- WB glass are quoting on the notice board glass repair. -- The Plough are sending over a letter to confirm the Defib location and Clerk is looking at grants. -- Flagged awaiting NCC reply re pebbles over the public footpath impeding wheelchair access. -- Asked for an update on the repair date of the NCC footpath bridge. -- Shared that the cost for Microsoft 365 for Councillors at £5.89 pcm per Councillor. Propose use generic Clerk email address for all correspondence initially – Council agreed.

**Parish Councillors –** Cllr Clements shared residents’ concerns about the poor verge condition/visible porta loo from the building contractors at Orchard House (*Clerk prior raised to NCC*).

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1. **Financial matters:** Clerkupdated council on finances*-*
	1. Expenditure – Total expenditure over Aug-Jan 23 is £1,293. Council signed payments record.
	2. Income – Total income over Aug-Jan23 is £0 – noted by Council.
	3. Bank balance and reconciliations – Council signed bank rec sheet and invoices.
	4. Budget to actuals – Clerk talked over the year-to-date budget – noted by Council.
	5. Internal Audit – Council discussed internal audit and resolved to use Caplus £250+VAT for the internal audit 22-23.
2. **King’s Coronation in May** – Council discussed plans and agreed to organise a village picnic/fancy dress event where the village children under age 17 receive a memento to mark the coronation (*possibly a mug*) and replace the plaque on the remembrance stone near the phone box for a coronation plaque. – Arrangements delegated to the Clerk to progress subject to cost circulation.

1. **Parish Council services and operations**:
	1. **Casual vacancy** – Chair Cllr Cutts reported no applicants and now have May elections.
	2. **Local Elections May 4th 2023 –** Clerk highlighted forthcoming elections and reminded Council that the May meeting dates are to be confirmed.
	3. **Village Flagpole –** Clerk explained the flagpole background and Council agreed to maintain the flagpole and plant up the surrounding area. Delegated to the Clerk to source flag subject to cost circulation.
	4. **Standing Orders and Financial Regulations** – Clerk explained best practice to adopt the NALC Standing Orders and Financial Regulation which were circulated to Council prior to the meeting. Council resolved to adopt the recommended SO/Financial Regs.
2. **Planning Matters**:

To consider and comment on live applications notified to the Parish Council, including:

* 1. No live applications for review.
	2. Any other application received prior to the meeting.

Confirm expired planning applications responded to under delegated authority:

* 1. *22/00013/FUL – Willow Cottage Back Lane – new windows: Do not object.*

 Notices received of planning decisions taken by Rushcliffe Borough Council:

* 1. No notices received.
1. **Urgent matters received prior to the meeting** – Clerk highlighted £500 cost quote to move the planter. Council discussed options to move the planter and feel for insurance purposes it should be a contractor and resolved to get a comparison quote. Clerk to action.
2. **Date for the next Parish Council meeting:** Tuesday 4th April 2023 at 6.30pm, Burnside Memorial Hall – noted by Council.

Meeting closed: 7:50pm.