

Costock Parish Council Minutes

Minutes of a meeting of Costock Parish Council held on Wednesday 15 March 2023, in the Village Hall, Costock at 7.00pm

Parishioners were welcome to attend in person - no members of the public attended.

Attendees: Cllr Kath Owen (Chairman), Cllr Peter Gordon (Vice Chairman), Cllr Mike Mears, Cllr Lindsay McGowan, Cllr Victoria McCourt, Cllr Sharon Wilson, Cllr John Cottee, Cllr Reg Adair and Lucy Brazendale (Clerk)

1. **Apologies:**

It was resolved to accept the apologies received from Cllr John Finney

2. **Declarations of Interest or requests for Dispensation:** none received

3. **Approval of previous minutes:**

The meeting approved the minutes from the Costock Parish Council meeting held on Wednesday 15 February 2023.

4. **Clerk's report:**

Cllr Owen has found the current risk assessment for the Nature Reserve. This was from 2017. She will provide to the Clerk so that a new risk assessment can be drawn up amalgamating this assessment and the draft prepared by the Clerk.

5. **Verbal report from the Borough and County Councillors:**

District Councillor John Cottee - notice has been received about the footpaths on the A60 in Costock being repaired from 20 March - 25 March. The Clerk will get this put on the East Leake and Costock Life facebook page.

It has been announced that the Local Communities Fund will be going live again in mid-April. The fund will be available to apply for in two blocks, the first being available from April - June and the second from September - November. Parish Council's must have found half the funding for their project in order to be eligible to apply.

Councillors' funds have been decreased from £5,000 to £3,000 in view of the current financial climate.

Nottinghamshire County Council have been very careful with spending given the rise in inflation and this has meant that they have been able to balance their budgets and have not had to cancel any services.

Cllr Cottee took note of highways issues in the village - the inspection cover in Algar Road (which lifts and overflows every time there is heavy rain) and the gap in streetlighting provision on Main Street (Cllrs Wilson and Mears will provide Cllr Cottee with a detailed location description). He stressed that it is still important to let him know about any such problems.

Borough Councillor Reg Adair - the planning for the local solar farm has been approved.

The Council tax level has now been approved with an overall rise of just under 5%.

The fire station at West Bridgford will not be closing.

The Borough Council are giving £250 to every Council to be used for Coronation celebrations in the village. The Clerk will research how to obtain this grant.

Cllr Adair said that this would now be his last meeting at Costock. The Council thanked Cllr Adair, on their own and the village's behalf, for all his years of service.

6. **Correspondence:**

Notification has been received concerning footpath works from 20 March - 25 March on the A60 Costock - the Clerk will ask for this to be put on the East Leake and Costock Life facebook page.

Correspondence has been received from two villagers regarding litter. They were both informed about the litter pick on the 18 March and Cllr McGowan has reported the fly tipping to Rushcliffe Borough Council.

The Clerk has been in contact with the East Leake and Costock Life facebook page and they are happy to post Council or village events on the page. The Clerk is to ask if they would like a link to their page on the Council's website and ask if a reciprocal link to the Council website could be put on their page.

7. **Coronation Planning:**

Cllr McGowan has booked the ice-cream van.

Cllr Wilson has been in touch with the local school and college about students having stalls at the Coronation celebration events. They are interested so Cllr Wilson will get back to them with the date and times.

8. **Review and approval of Standing Orders:** The revised Standing Orders were approved by the Council.
9. **Elections:**
Nomination packs for the election were distributed and the deadline for submission (3 April) given. Cllr Owen very kindly offered to make an appointment and deliver any Councillors nomination packs to Rushcliffe Borough Council in person.
10. **Planning Matters:**
No comments required on any planning matters.

7.40 Cllr Cottee and Cllr Adair left the meeting

11. **Risk assessment**
It was agreed that there would be a quarterly risk assessment of the Nature Reserve and an annual tree survey. The Clerk will redesign the current risk assessment as discussed above.

The Village Hall committee conduct a regular risk assessment for the Village Hall.

The risk assessment for all Council activities was approved.
12. **Playing Field and Equipment**
Cllr Mears confirmed that no risks or problems identified at the playing field during the last month.
13. **Environment:**
Cllr McGowan has kindly said she would look again at the noticeboard to see there is any possibility to replace the Perspex in the doors due to the high cost of replacement.
14. **Nature Reserve:**
The tree survey was carried out today, 15 March. The report is awaited.
15. **Village Hall:**
The Clerk has still been unable to get an adequate insurance quotation from our current insurers BHIB, to make sure all the activities of the Parish Council

and Village Hall are covered. Several other insurance companies approached were also unable to assist. Gallagher insurance have provided us with a good quotation and so the Council agreed to proceed with getting insurance cover from them straight away.

16. **Finance:**

The accounts and invoices below were approved

March 2023	Date	Payee / service	Net	VAT	Total
	21.2.23	Information Commissioner's Office	£40.00	£0.00	£40.00
	6.2.23	Community Heartbeat Emergency Telephone Service Year 6	£100.00	£20.00	£120.00
	3.3.23	Sankey Property Maintenance Ltd	£6360.00	£1272.00	£7632.00
	13.3.23	The Print Quarter - Newsletter printing	£32.40	£0.00	£32.40
		Clerk's expenses - Parish Clerk Phone monthly fee	£4.00	£0.00	£4.00
		Clerk's salary - February			
Total expenditure for meeting			£6857.70	£1292.00	£8149.70

Now final payments for the year have been made the Clerk will submit the VAT reclaim.

Cllr Owen has been researching Bankline to improve the Council's internal controls. The Council is eligible for Bankline for communities but there is currently a waiting list for new customers as Natwest is making changes to its Bankline service. The Council therefore agreed to continue to make payments by cheque, which require two signatures, until Bankline can be put in place.

As Cllr Finney will unfortunately not be standing as a Councillor next year and was one of the proposed new signatories on the account, Cllr Mears has volunteered to take his place as the third signatory.

17. **Audit:**

- (a) David Dixon was approved to act as the Council's internal auditor for the financial year 2022-2023
- (b) The Clerk notified that Council that as the Council's spending this year was just over £25,000 we would be required to have an external

audit.

18. **Village Website / newsletter:**

The Clerk to add the East Leake and Costock life facebook page link to the website as this page is well used and will help with communication within the village.

The newsletters have been printed and were shared amongst the Councillors for distribution.

19. **Items for information:**

Next month in addition to the Parish Council meeting (7.00pm) there will be the Annual Parish Meeting (7.45pm) and the Annual Meeting of the Village Hall (8.30pm). Both the Chair and Vice Chair will be away. Cllr Mears volunteered to act as Chair

The meeting closed at 8.20pm

The next Costock Parish Council meeting will take place on Wednesday 19 April 2023