**MINUTES OF THE BURTON JOYCE PARISH COUNCIL MEETING**

**Held Tuesday 13th January 2015**

**Library, Meadow Lane, Burton Joyce at 7.30pm**

**Present:** Cllrs C Blandamer, P Blandamer, Cluff, Fife, Greenfield, Hazard, Hutt, Hyde, Johnson & Wells

**In Attendance:** Jackie Dawn (Parish Clerk) and Jayne Savage (Deputy Parish Clerk)

**15/887 Apologies:** None received

**15/888 Declarations of Interest:** None received

**15/889 Minutes of Meeting held on 2nd December 2014**

The Minutes of the meeting held on the 2nd December 2014 were agreed as a true record and signed by the Chair.

**15/890 Open Session for the Public – meeting adjourned and re-convened at 7.35pm** No members of the public in attendance

**15/891 Budget Performance & Bank Reconciliation**

It was ***resolved*** to approve the schedule of cheque payments for December 2014/January 2015 which had been previously circulated. The bank reconciliation and financial report to the end of December was noted.

**15/892 Correspondence**

It was ***resolved*** to receive and note the summary of correspondence received attached as an appendix to the agenda.

**15/893 Poplars Sports Ground – Proposed New Floodlit 3G Pitch**

Cllr Cluff confirmed that a working group to support the preparation of a full business case had been established and that good progress was being made but there was much to do. Cllr Cluff provided a verbal update on the following specific items:

**(i) Funding:** It was noted that alternative sources of funding were being pursued which included 3 waste management funds. The Football Foundation had now indicated that they would support funding to the value of £300k. Burton Joyce Junior Football Clubs had pledged £10k and the Gala Committee £5k.

**(ii) Contractor Consultation:** Members noted progress made to date by RLF, the contractor. Provisional costs for the completion of the project had been estimated at between £400k and £450k with a potential +/- of 5%. Cllr Cluff advised that tight timescales were an issue, key dates were being monitored closely and the contractor was being pushed to meet deadlines.

**(iii) Pre-Application Advice:** It was noted that information was being collated to support the planning application.

**(iv) Fund-Raising Activities at the Poplars:** Cllr Cluff confirmed that the Village Gala, January Fun Run had raised £1,200 and that Burton Joyce Junior Football Club had commenced fund-raising activities.

**15/894 Gedling Borough Council – Community Infrastructure Levy (CiL)**

The Parish Clerk provided a verbal update on Gedling Borough Council’s Statement of Modifications to the draft charging schedule for the Community Infrastructure Levy. As the Parish Council had commented on the CiL previously and had nothing more to add, it was ***resolved*** to make no comment on the Statement of Modifications at this time.

**15/895 Committees**

1. **Amenities**: It was noted that there had been no formal meeting held in December
2. **Planning:** It was noted that there had been no formal meeting in December 2014. Members considered the following applications:

**i. 2014/0790 URC, Lambley Lane – Revised consultation**

Alterations to previous application were noted with regard to the conversion into two residential dwellings. It was ***resolved*** to raise no objection or make comment

**ii. 2014/1309 Severn Trent Water, Wind Turbine**

Discharge of conditions 39 and 41 relating to noise. It was ***resolved*** to defer discussion of this item to an extra-ordinary meeting of the Parish Council to be held on Tuesday 20th January 2015.

It was ***resolved*** to raise no objection or make comment

1. **Poplars Sports Ground**: It was noted that there had been no formal meeting held in December

1. **Community Engagement:** It was ***resolved*** to receive minutesof the meeting held on Tuesday 9th December 2014 and to consider the recommendations contained therein:

**(i) Burton Joyce Primary School:** It was ***resolved*** to award a prize for the winning re-design of the School badge to the value of £10 for an individual pupil or £20 for a team. It was noted that members of the School Council would choose the winning entry and agreed that the prize winner(s) would be invited to attend a future meeting of the Parish Council to collect their prize.

**(ii) Christmas Fair:** It was ***resolved*** to approve Saturday 5th December 2015 as the date of the next Christmas Fair. It was further ***resolved*** to include a sum of £1,000 within the 2015/16 as a contingency fund to be used if necessary to cover expenses

**(iii) Community Theatre:** It was ***resolved*** to support the Community Theatre Working Group and application for membership to Village Ventures

**(iv) Local Government Boundary Commission – Electoral Review:** It was ***resolved*** to respond with a recommendation to maintain the status quo.

**(v) UK Land Registry – Unregistered Land at NG14 5GP**

Following discussion of the recommendation to register an adverse possession of unregistered land claim to secure rights of access to allotment holders, it was ***resolved*** to pursue the issue with a solicitor, ascertain costs of making application in respect of the unregistered land and to report back to a future meeting of the Parish Council.

1. **Finance & General Purposes**: It was ***resolved*** to move this item to the end of the agenda

**15/896 Budget 2015/16**

Members were advised that the figures presented for discussion at the meeting had been prepared to provide Gedling Borough Council with a provisional notification of the Parish Council’s precept requirement for 2015/16. It was noted that this information, once agreed, should be submitted to Gedling Borough Council by Friday 23rd January 2015. The formal adoption of the 2015/16 would be put forward at the Parish Council meeting to be held on Tuesday 3rd February 2015. It was noted that Gedling Borough Council had advised a tax base of 1,441.87 and a provisional tax base adjustment of £5,450. Following a full discussion of the implications with regard to the income and expenditure described in the two options put forward for consideration, it was ***resolved*** to submit option B to Gedling Borough Council as the provisional notification of the Parish Council’s precept requirement for 2015/16 which showed a precept of £111,575 and a Band D figure of £77.38.

**15/897 Information Update**

Cllr Hazard advised that he had attended the Burton Joyce Primary School Council. It was noted that the Primary School had been advised that it was to receive £0.5 million to spend on the refurbishment of heating, toilets and storage facilities.

***The Parish Clerk and Deputy Parish Clerk left the meeting at 8.30pm.***

**15/898 Finance & General Purposes Committee**

It was ***resolved*** to receive minutes of the meeting held on 16th December 2014 and to consider the recommendations contained therein. Cllr Hutt advised that subsequent to the F&GP meeting which had taken place on the 16th December, he and Cllr Cluff had conducted the Ground & Amenities Manager’s annual appraisal and further information had been received with regard to the National Salary Award. The recommendations and the implication of this additional information were discussed in detail.

**a. NALC – 2014/16 National Salary Award:** It was ***resolved*** to implement new pay scales from 1st January 2015 and to back-date the payments to 1st April 2014.

**b. Administrative Staffing Levels: (i)** It was ***resolved*** to increase the Parish Clerk’s number of contracted hours (excluding limited additional hours in respect of evening meetings and workload priorities) to 25 hours per week. **(ii)** It was ***resolved*** to approve up to a maximum of an additional 8 hours per week for the Deputy Parish Clerk to be agreed as and when required at the discretion of the Parish Clerk. It was ***resolved*** to implement the increased administrative hours (i) and (ii) for a 6 month period and to review in July 2015.

**c. Ground & Amenities Staff Salary Award:**  It was ***resolved*** to implement new pay scales from 1st January 2015 and to back-date the payments to 1st April 2014 and to increase support from 40 hours to 45 hours per week in the Summer and up to 5 additional hours support per week in the Winter.

It was agreed that Cllr Hutt (Chair) would write to each member of staff concerned.

***Meeting closed at 8.55pm Date of Next Published Meeting: Tuesday 3rd February 2014***