

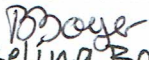
St Albans Parish Council

3 Jackson Court, Farndon, Newark, Notts, NG24 3TS

T: 07857774847, E: clerk@stalbanspc.org, W: <https://stalbanspc.org/>

18/07/2019

Summons: You are summonsed to a meeting of St. Albans Parish Council which will be held at The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG5 9PJ on **Tuesday 23 July 2019 at 7.00 pm**. Please see the agenda below for the business to be transacted.


Belina Boyer PSLCC

Clerk to the Council

	Welcome by Chair
SAPC 19-137	To welcome Inspector Chris Pearson, neighbourhood policing inspector for Gedling.
SAPC 19-138	To receive and resolve to approve apologies for absence.
SAPC 19-139	To receive questions and petitions from the public – for information only.
SAPC 19-140	To receive a report from the County and District Councillors.
SAPC 19-141	To receive disclosures of pecuniary and non-pecuniary interests.
SAPC 19-142	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.
SAPC 19-143	To receive and approve the minutes of the previous St. Albans Parish Council meeting.
SAPC 19-144	To review the action sheet resulting from previous month's agenda and receive reports from parish councillors on actions undertaken.
SAPC 19-145	Finance: <ul style="list-style-type: none">a) To receive the bank reconciliation to 30 June 2019.b) To receive a receipts and payments over budget report.c) To approve the payment schedule and sign it.d) To consider approval of any additional payments to be made and add to schedule.
SAPC 19-146	To consider the co-option applications received and resolve who to co-opt to the council. To suspend the meeting to give the newly co-opted councillors the opportunity to sign their declaration of acceptance of office and take their seat on the council..
SAPC 19-147	To consider and resolve who should be added to the list of signatories.
SAPC 19-148	To consider action to be taken regarding the lodge car park


SAPC 19-149	<p>Lengthsman:</p> <ul style="list-style-type: none"> To receive correspondence from the lengthsman scheme lead council and note information requested by the Clerk. To consider signing the lengthsman contract.
SAPC 19-150	To consider a Community Facebook Group and other forms of electronic community engagement and the implementations for Data Protection, working hours and policy.
SAPC 19-151	<p>Planning:</p> <p>To consider the following planning applications:</p> <ul style="list-style-type: none"> 2019/0549 Installation of a climbing unit in the play area. Recreation Ground Muirfield Road Bestwood Nottinghamshire <p>To receive the following planning decisions:</p>
SAPC 19-152	To consider running Parish Council led events.
SAPC 19-153	To receive feedback on the progress so far and consider where the second defibrillator could/should be placed.
SAPC 19-154	To consider a grant application from WAG for £2,400 towards a firework's display.
SAPC 19-155	To consider a "clean champion scheme".
SAPC 19-156	<p>To note the following correspondence (for information only):</p> <ul style="list-style-type: none"> Hedge Report Weed Kill Report FBCP: Minutes, events and correspondence PKF Littlejohn – Agar qualified report. Notts ALC – AGM information Notts ALC – Personnel Newsletter
SAPC 19-157	To receive Items for Notification to be included on next month's agenda. (for information only).
SAPC 19-158	To confirm date of next meeting scheduled meeting for Tuesday, 03 September 2019 after 19.00 at The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG7 9PJ.

St Albans Parish

Clerk's Report

July
June 2019

SAPC 19-137	<p>To welcome Inspector Chris Pearson, neighbourhood policing inspector for Gedling.</p> <ul style="list-style-type: none"> • <i>Drug use in Bestwood Country Park car park</i> • <i>Reports of "cottaging" in the toilets at that car park</i> • <i>Vandalism such as the keying of cars (see earlier e-mail)</i> • <i>Knife crime</i>
SAPC 19-144	<p>To review the action sheet resulting from previous month's agenda and receive reports from parish councillors on actions undertaken.</p>
SAPC 19-146	<p>To consider the co-option applications received and resolve who to co-opt to the council. To suspend the meeting to give the newly co-opted councillors the opportunity to sign their declaration of acceptance of office and take their seat on the council..</p> <p><i>Apart from Mark Riddle, who's application you had received with last month's pack I have not received any further applications. Last month two people had expressed an interest but had not applied by the deadline. So I emailed them. One replied saying they would submit on return from holiday, the other did not reply. No applications were received.</i></p>
SAPC 19-147	<p>To consider and resolve who should be added to the list of signatories.</p> <p><i>I recommend adding all members to view online, then all have the option to verify balances. All members should be cheque signatories, that way any emergency payments can be made by any two councillors that are available at the time. As we need two signatories to authorise any online payments we will need at least two more individuals who are computer literate with easy access to a device to authorise, usually within days (if not on the same day) of the council meeting. Occasionally you may be called upon to authorise payment in between meetings, but these would be invoices we had been expecting and you will get a scanned copy. No surprises.</i></p>
SAPC 19-148	<p>To consider action to be taken regarding the lodge car park.</p> <p><i>According to the plan, the land is owned by GBC. GBC, however, may be leasing the land to the hotel?</i></p>
SAPC 19-149	<p>Lengthsman:</p> <ul style="list-style-type: none"> • <i>To receive correspondence from the lengthsman scheme lead council and note information requested by the Clerk.</i> <p><i>I have todate not received any answer at all to my queries dated 10 and 11 July.</i></p> <ul style="list-style-type: none"> • <i>To consider signing the lengthsman contract.</i> <p><i>Questions councillors wanted answering have not been replied to. The lead council does not consider waste disposal part of its liabilities under the contract.</i></p>
SAPC 19-150	<p>To consider a Community Facebook Group and other forms of electronic community engagement and the implementations for Data Protection, working hours and policy.</p> <p><i>The Regional Training Seminar in Lincoln has been cancelled. I had hoped to find out a bit more about Facebook groups and other forms of social media engagement. The Council will need to be very clear what type of group they wish to promote, who has admin rights.</i></p> <p><i>Individual councillor could, for instance, start a facebook group for the village which is not the council's group, but merely a community group. You would be members of that group as individuals and the Councils FB page could the like and follow events etc.</i></p> <p><i>Recommendation: to do more research.</i></p>
SAPC 19-151	<p>Planning:</p> <p>To consider the following planning applications:</p> <ul style="list-style-type: none"> • 2019/0549 Installation of a climbing unit in the play area. Recreation Ground Muirfield Road Bestwood Nottinghamshire <p><i>Recommendation: to support application</i></p> <ul style="list-style-type: none"> • To receive the following planning decisions:

SAPC 19-152	<p>To consider running Parish Council led events.</p> <p><i>WAG predates SAPC and has very successfully run a number of events. These events will continue to be associated with WAG, no matter to what degree these events are financed and supported by the Council. A considerable overlap of personnel further muddies the waters.</i></p> <p><i>Council led Community events are an opportunity to engage with members of the public, promote the work of the Council and create a "presence" in the community.</i></p> <p><i>The Council will need to find opportunities to engage with members of the public of all backgrounds in order to ascertain what type of services the residents actually want in St. Albans. Events are a good fun way to engage but also to create a sense of community, belonging and fun. These positive associations should be connected to the Parish Council as the democratic representation of the community. There are many different types of events the Council could "russle up". The opportunity for a "Big Lunch" has just been missed, but eating together is usually a good way to engage: Chair's Christmas dinner for <<insert community group of choice>>, FilmNight, QuizNight with Fish Supper, build things slowly and get people on board who could be an events group who help the Council run events.</i></p> <p><i>Running events in partnership with other organisations can be useful to keep down costs and share resources. The Council does, however, have to be mindful to build up its own unique profile if it wants to utilise the powers of engagement and fun to promote the work of the Council. Working in conjunction with other groups may be counter productive for this course.</i></p>
SAPC 19-153	 <p>To receive feedback on the progress so far and consider where the second defibrillator could/should be placed.</p> <p><i>WPD owns the transformer building but not the land surrounding it. This belongs to the same land parcel as the school. An enquiry with the land registry – cost involved – would clarify this. They will not permit any PAD to be attached to the building. Therefore a free standing defib like the one in the picture would be an option. The PAD is a standard design but the post appears to be specially fabricated. I am still making further enquiries.</i></p>
SAPC 19-154	<p>To consider a grant application from WAG for £2,400 towards a firework's display.</p> <p><i>This is a very popular event. Last year the Council contributed £1800. The costs for the professional display has remained constant over last year, but WAG raised £600 less towards the cost of the display.</i></p> <p><i>Recommendation: to support the application but stipulate that all St Albans households have to be included in any leaflet drops and other publicity thus to encourage attendance by all parts of the community, particularly as the event would be 90% funded by St. Albans Parish Council. Any publicity should name St. Albans Parish Council as the sole sponsor.</i></p>
SAPC 19-155	<p>To consider a "clean champion scheme".</p> <p><i>Before agreeing any particular cause of action the Council must ensure that all legal and insurance avenues have been thoroughly explored. SAPC is not a "local authority" but rather a local council with limited power to act without the General Power of Competence. The Council has the power to provide receptacles, but not litter picking equipment to members of the public.</i></p> <p><i>Recommendation: to formulate an idea and then research legal ways of delivery.</i></p>
SAPC 19-156	<p>To note the following correspondence (for information only):</p> <ul style="list-style-type: none"> • Hedge Report • Weed Kill Report • FBCP: Minutes, events and correspondence • PKF Littlejohn – Agar qualified report. • Notts ALC – AGM information • Notts ALC – Personnel Newsletter
SAPC 19-153	<p>To receive feedback on the progress so far and consider where the second defibrillator could/should be placed.</p>

ST ALBANS PARISH COUNCIL

Initial _____

Minutes of the Meeting of the Parish Council 25 June 2019 at the Oakwood Academy

Members Present	Members Present	Members Absent
Cllr K Eddyshaw		
Cllr J Clark		
Cllr J King (Chairman)		
Cllr F Lari		

Also present: District Councillors R Ellis and D Gibbons and 3 members of the public
In attendance: The Clerk

Welcome by Chair

Cllr King welcomed those present.

SAPC 19-114 To receive and resolve to approve apologies for absence.

There were none.

SAPC 19-115 To receive questions and petitions from the public – for information only.
A member of the public complained that the weeds on the curbs throughout the parish were rather overgrown and asked when these would be treated and removed.

He enquired about the play bus, and the camera car which had been requested to visit the parish. He pointed out that the sign on Muirfield Road still had the wrong spelling on it and that there still was no barrier outside the shop.

A resident enquired why people were now being charged to use the car park outside the hotel.

SAPC 19-116 To receive a report from the County and Borough Councillors.

Cllr Ellis reported that there had been severe flooding in parts of the borough and that some people needed re-housing, she asked for any feedback on Gedling Borough Carnival. A member of the public commented that there had been fewer craft stall than in previous years which he had found disappointing.

Cllr Gibbons pointed out that both he and Cllr Ellis had only been elected in May and that they were familiarising themselves with their new tasks.

It was pointed out that GBC has neighbourhood wardens who would be able to look into such things as littering, dog fouling etc. If hot spots for anti social behaviour were known, these should be communicated to the wardens, who would then be able to take appropriate action.

SAPC 19-117 To receive disclosures of pecuniary and non-pecuniary interests.

There were none.

SAPC 19-118 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 19-119 To receive and approve the minutes of the previous St. Albans Parish Council meetings.

4/2019/20

The Council received and resolved to approve as a true record the minutes of the meeting 07 May 2019 which were duly signed.

SAPC 19-120 To review the action sheet resulting from previous month's agenda and receive reports from parish councillors on actions undertaken.

The Council reviewed the action sheet.

SAPC 19-121 To consider whether to opt for a two or three year insurance tie in.

The Council resolved that given the very low discounts offered for policies under £500 to opt for the one-year option.

SAPC 19-122 Finance:

- a) To receive the bank reconciliation to 31 May 2019.
- b) To receive a receipts and payments over budget report.
- c) To approve the payment schedule and sign it.
- d) To consider approval of any additional payments to be made and add to schedule.

The Council received the finance documents and resolved to approve the payments schedule. The Council approved the £316.36 payment for insurance in addition to the items on the payments schedule.

SAPC 19-123 To resolve to remove previous signatories who are no longer serving councillors from the bank mandate.

The Council resolved to remove all previous signatories who are no longer serving councillors.

SAPC 19-124 To consider the co-option applications received and resolve who to co-opt to the council.

To suspend the meeting to give the newly co-opted councillors the opportunity to sign their declaration of acceptance of office and take their seat on the council.

Public and press were briefly excluded from proceedings to enable the council to ask some personal questions of one of the candidates. The candidate subsequently withdrew their application and left the meeting. Public and press were re-admitted.

One of the candidates had been unable to attend the meeting. The council resolved to defer considering the application until the candidate would be able to attend. Therefore, there were fewer candidates than vacancies.

Proposed by Cllr Eddyshaw seconded by Cllr Clark the Council resolved to co-opt Mark Clipsham to the Council.

Proposed by Cllr Clark seconded by Cllr Eddyshaw the Council resolved to co-opt Rachael Ellis to the Council.

Proposed by Cllr Clark seconded by Cllr Lari the Council resolved to co-opt Des Gibbons to the Council.

The newly co-opted councillors signed their declaration of acceptance of office before the proper officer and took their seat on the Council.

SAPC 19-125 To consider and resolve who should be added to the list of signatories.

Deferred to a future meeting.

SAPC 19-126 Lengthsman:

5/2019/20

- To receive correspondence from the lengthsman scheme lead council regarding carry forward hours and waste disposal
- To consider signing the lengthsman contract
- To consider a list of lengthsman duties and the approximate time they will take.

The council noted the correspondence from the lead council stating that "that NO jobs will be actioned by the Lengthsman that involve the removal of waste until the situation has been resolved."

The Council resolved to delay signing the lengthsman contract until the waste removal situation had been resolved satisfactorily. No additional lengthsman jobs other than those communicated to the lead council at the beginning of June were considered.

- SAPC 19-127 To consider requesting GBC to install CCTV on Muirfield Park at an estimated cost of £15,000 which the Parish Council would contribute.
Following some discussion, the Council resolved not to pursue this item any further.
- SAPC 19-128 Planning:
To consider the following planning applications:
- 2019/0505 | Two storey front and rear extensions | 29 Nell Gwyn Crescent Bestwood Nottinghamshire NG5
- The Council had no observations to make.**
To receive the following planning decisions:
The Council noted a number of planning decisions made by GBC in the past two months.
- SAPC 19-129 To consider running Parish Council led events.
Deferred to the following meeting.
The clerk was asked to look into the implications of a facebook group for St Albans.
- SAPC 19-130 To receive details of the successful LIS application, consider where the second defibrillator could/should be placed and resolve to sign the agreement.
The Council resolved to sign the LIS agreement.
- SAPC 19-131 To consider financing the Clerk's attendance at the SLCC regional training seminar.
The Council resolved to support the Clerk's attendance at the Regional Training seminar at a cost of £105 + VAT.
- SAPC 19-132 To consider digital mapping options for St Albans PC.
Cllr Lari explained that he would like a digital map of the Parish which indicates which land is owned/the responsibility of which agency. Gedling Borough Council had produced some paper copies for previous councillors. Cllr Ellis agreed to make enquiries with GBC.
- SAPC 19-133 To note that Inspector C Pearson has agreed to attend the July meeting.
Noted.
- SAPC 19-134 To note the following correspondence (for information only):
- VE 75
 - Undisturbed Project

6/2019/20

ST ALBANS PARISH COUNCIL

Initial_____

- FBCP: Minutes, events and correspondence
- Nalc conference
- GDPR training by GBC
- PKF Littlejohn – Agar received
- South Mobile Youth Project

The Council noted the above correspondence. Three councillors asked to attend the GDPR training at £20 each

SAPC 19-135 To receive Items for Notification to be included on next month's agenda. (for information only).

- Facebook group
- Lengthsman
- Further co-option
- Parish Council Events
- Car parking near the lodge
- Skills audit

SAPC 19-136 To confirm date of next meeting scheduled meeting for Tuesday, 23 July 2019 after 19.00 at The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG7 9PJ.

The Council confirmed the next meeting scheduled meeting for Tuesday, 23 July 2019 after 19.00 at The Oakwood Academy.

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

Name_____ Date_____.

7/2019/20

ST ALBANS PARISH COUNCIL

Initial _____

St Albans Parish Council

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

June Ref:

CASH POSITION BEFORE ANY PAYMENTS ARE MADE

Unity Trust Bank Current

31-May-19

£
56,562.94

56,562.94

BILLS FOR PAYMENT

Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
BACS		B Boyer, HMRC, Smart Pension	Salaries and Wages May and June	-	-	
BACS	2019-008	AB Waste	skip hire^	208.33	41.67	250.00
BACS	2019-009	DA Dixon	Internal Audit^	80.00	-	80.00
	2019-010	Notts Alc	Local Council Review^	17.00	-	17.00
		Various	Office consumables and phone	22.67	2.96	25.63
Total				328.00	44.63	1,394.15

Notes:

Later additions to schedule

^ already paid

Authorised Signatory 1

Authorised Signatory 2

Date

8/2019/20

Bank Reconciliation
Bleasby Parish Council
 Financial Year ending: 31 March 2020

Prepared by: B Boyer. Date: 7 July 2019

Approved by: Date:

Bank statement date UT 30 June 2019

Reconciliation date:
 STATEMENT BALANCES
 UT Current Account

56,455.31

56,455.31

LEDGERS

All

Opening Balance	30,302.54
Receipts to date	28,704.08
Payments to date	2,551.31
Running balance	56,455.31

Sub-total

-

Un-banked Receipts

Sub-total

-

Un-presented payments:

56,455.31

NET BALANCE

56,455.31

Cashbook balance

56,455.31

Statement Balance

Difference

-

**St. Albans Parish Council Bank Receipts and Payments over Budget Report
To 30 June 2019-20**

Actual Year to date	Budget as Approved 29/01/2019	Virements	Current annual Budget	Budget Variance	Committed Expenditure /Income	To/From Earmarked (or other) Reserves	Funds Available	% of Budget spent
---------------------	-------------------------------	-----------	-----------------------	-----------------	-------------------------------	---------------------------------------	-----------------	-------------------

Expenditure Detail

								25%	
Audit	80	390	390	310			310.00	21%	
Bank charges	18	75	75	57			57.00	24%	
Chairmans Allowance & Expenses	-	100	100	100			100.00	0%	
Communication	-	750	750	750			750.00	0%	
Contingencies	-	953	953	953			953.00	0%	
Elections	-	2,600	2600	2,600			2,600.00	0%	
Environmental Improvements	-	500	500	500			500.00	0%	
Grants and Donations	-	5,000	5000	5,000			5,000.00	0%	
Gritting	-	1,250	1250	1,250			1,250.00	0%	
Hall Hire	-	300	300	300			300.00	0%	
Insurance	316	350	350	34			33.64	90%	
Legal & Professional fees	-	300	300	300			300.00	0%	
Miscellaneous	-	200	200	200			200.00	0%	
Office equipment	-	100	100	100			100.00	0%	
Office expenses (consumables)	31	150	150	119			118.99	21%	
Mileage	-	100	100	100			100.00	0%	
Special Projects	-	7,650	7650	7,650			7,650.00	0%	
Staff Costs	1,828	5,500	5500	3,672			3,672.08	33%	March/4th quarter not paid until April
Subscriptions	66	680	680	614			614.00	10%	
Training Councillor	-	315	315	315			315.00	0%	
Training Staff	-	175	175	175			175.00	0%	
VAT on Purchases	98	800	800	702			702.24	12%	
Waste removal	417	250	250	167			166.66	167%	skip hire from 2018-19!
Website	-	200	200	200			200.00	0%	

TOTAL Expenditure	2,854	28,688	-	28,688	25,834	-	25,834
-------------------	-------	--------	---	--------	--------	---	--------

INCOME

Bank Interest	-	0	-	-				#DIV/0!
Grants and Donations received	-	0	-	-				#DIV/0!
Grant assistance	27,462	699	699	26,763				3929%
Other Income	543	0	-	543				#DIV/0!
Precept	543	27,462	27,462	26,919				2%
VAT reclaimed	-	527	527	527				0%
*Transfer from reserves	699		-	699				#DIV/0!

TOTAL Income	29,247	28,688	-	28,688	559	-	-	-	#DIV/0!
--------------	--------	--------	---	--------	-----	---	---	---	---------

Total Income	29,247	28,688	-	28,688	559	-	-	-	#DIV/0!
Total Expenditure	2,854	28,688	-	28,688	25,834	-	-	25,834	-
TOTAL	-	26,393	-	-	26,393	-	-		#DIV/0!

Receipts and Payments

Jun-19

Receipts

Total	543.08
-------	--------

HMRC

VAT reclaimed

543.08

Payments

Total	953.11
-------	--------

VAT	Net	Total
-----	-----	-------

Insurance

Insurance

2 x GiffGaff monthly phone bill

Office expenses (consumables)

Stationery

Office expenses (consumables)

postage

Office expenses (consumables)

mileage

Staff Costs

Service Charge

Bank charges

-	316.36	316.36
1.83	9.17	11.00
1.13	5.62	6.75
-	7.88	7.88
-	593.12	593.12
-	18.00	18.00

Partly paid 01/07/19

St Albans Parish Council

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

July

Ref:

SAPC 19-145c)

CASH POSITION BEFORE ANY PAYMENTS ARE MADE				£
Unity Trust Bank Current				56,455.31
30/06/2019				
Total				56,455.31
BILLS FOR PAYMENT				
Method	Ref	Supplier	Description	Total
STO + DD		Staff Costs	Staff Costs	-
Bacs		B Boyer	Office cost	11.07
				1.62
				12.69
Total				11.07
				1.62
				357.09

Notes:

Later additions to schedule

Authorised Signatory 1

Authorised Signatory 2

Date

EARLS BARTON SOAP BOX DERBY



Rosemary Smart PSLCC, Clerk to Earls Barton PC, tells the story of a unique event arranged by her council (see front cover)

In March 2016, 10 year old Archie Reeves attended a meeting of Earls Barton PC to talk to members about his wish to hold a Soap Box Derby. He is a big fan of the Red Bull Soap Box Derby and thought that the layout of the village centre, with its twists, turns and slopes, would make the ideal track for a similar event locally. The parish council had never been addressed by a 10 year old before and were impressed by his confidence and enthusiasm, and wanted to help him achieve his ambition.

The council's events committee created a working party, which included Archie and his parents, and jobs were allocated to each of the members. We carried out research into other similar events. The organisers of Brackley Soap Box Derby were extremely helpful and allowed us to tap into the knowledge that they have built up over a number of years.

We worked with local organisations; the primary school held a logo competition and a technical college designed and created the winners' trophies. We secured six main sponsors and numerous programme sponsors, which covered the main cost of the event, other than insurance which the parish council had already agreed to pay. For 2019, a new sponsorship package has been introduced and we plan to cover the cost of the whole event with any excess being donated to a local good cause.

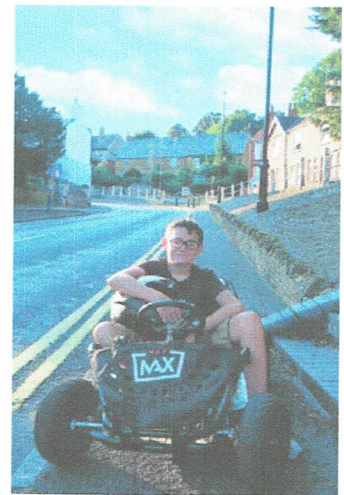
A road closure order was requested and a track, including hay bale chicanes and a jump was designed. We opted to have junior and senior classes with a maximum of 25 runners each taking on the course twice. The event was advertised locally and a dedicated Facebook page opened. Full entries places were secured within a few days. Each entry was provided with a vehicle specification, terms and conditions and a driver's consent form with village residents being considered first for entry.

Organising of the event was in no way plain sailing. Obtaining insurance for this type of event, especially for the junior drivers, is difficult. There are very few companies who cover a Soap Box Derby, and it took us some time to find a suitable provider.

The day of the Soap Box Derby arrived, and so did the rain! As many of the carts included paper mâché bodies, we needed to find somewhere to keep them dry while they were scrutinised. Luckily, the local youth club came to the rescue and allowed us to use their hall. The setting up of the track went like clockwork, mainly due to the precision of the track co-ordinator, who had planned everything well in advance. The timing and gantry equipment were borrowed but there was a delay when it was found that an essential part of the timer was missing and one of the organising team had to hot foot it back to Silverstone to retrieve the missing piece.

The first run was at 11am and on the dot the sun broke through the clouds and stayed out for the rest of the day. Worries of it being a washout vanished and the crowds of approximately 3,000 thoroughly enjoyed the event. We had a few thrills and spills and our ramp certainly claimed a few victims. But it was a fantastic event and the feedback that we received from both participants and spectators means that we are already planning EB SBD 2019. In fact, it's so popular that we have had to increase the number of entries to 30 and these were filled within 10 days of being open!

Bring on Earls Barton Soap Box Derby 2019!!!




Archie Leech - the brains behind the event

APPLICATION FOR PARISH COUNCIL GRANT

If you have any difficulty in completing this form then please contact the Clerk on the telephone number **07970 434874** or email: Bestwood.pc@gmail.com

DETAILS OF ORGANISATION

Full Name: (by which the individual or organisation is commonly known)	Warren Action Group (WAG)
Correspondence Address:	
Telephone number:	
Email:	
Contact Name:	

PROJECT DETAILS AND GRANT INFORMATION

**Please provide full details of the project requiring financial assistance:
(This can be attached as a separate page if preferred or if insufficient space below)**

The WAG Fireworks Display will be held on Friday 1st November 2019 on the Muirfield Road Recreation Ground. This event is free to residents.
An event Licence has been agreed by Gedling Borough Council.
The cost of the Display is £2,400 and the only other cost to WAG is for PLI (which WAG has already paid for).
Food Vendors have been invited to the event and will provide their own PLI and Food Hygiene Certificates.
The event will be used as an opportunity to raise funds towards other WAG activity e.g. Christmas Tree and Christmas Lamppost lights.

Benefits to the Community or Bestwood St Albans Parish environment from this project: (Please list the benefits that you consider this project will provide)

To arrange a free Firework Display for the whole community. This is part of the community development work being undertaken by WAG with the aim of developing a greater sense of community and identity.

The Fireworks Display itself will be risk assessed by the professional company (Galaxy Fireworks) providing it. The event management plan is being produced and has already been shared with the Notts Safety Advisory Group. A risk assessment of the event will also be produced and shared with GBC. WAG has purchased the required public liability insurance to cover the event.

Bestwood St Albans Parish Council

This will be a safer environment for local families to enjoy fireworks on bonfire night and will also bring the community together. Local families have expressed the difficulties they experience in trying to take their children to professional displays outside of the area, particularly if they are dependent on public transport.

Total cost of project:	£2,657.60 (£2,400 Cost of Professional Display- quote attached below. £257.60 Public Liability Insurance for WAG -already paid by WAG. The display provider will also have their own insurance cover).
Amount raised so far (if applicable):	£257.60
Amount of Grant applied for:	£2,400

PREVIOUS APPLICATIONS

Have you previously applied for a grant? What was this grant for?	Yes. Muirfield Road Recreation Ground development 2018 Firework Display 2018 Christmas Lights 2018
When was this? What was the outcome?	2018 All Agreed
Amount of Grant awarded:	£8,250.00 for Muirfield Park match £1,800 for Firework Display £1,970 Christmas Lights

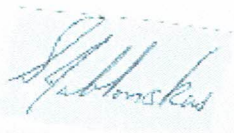
Declaration:

I/we declare that the information provided within this grant application is correct and that any grant received will be used solely for the project detailed above.

Name:...SUE JABLONSKAS
(block capitals)

Position:...Chair
(i.e. Secretary/Treasurer)

Signed:



Date:.....23rd June 2019.....

For office use only:

Date received:	Date of Finance Committee
Approved: Yes/No	Amount granted: £
BSA PC Meeting Date: BSA PC Minute page:	Cheque No:

From: sales@1stgalaxy.co.uk <sales@1stgalaxy.co.uk>
Sent: 01 March 2019 12:00
To: bjthepeiman@hotmail.co.uk
Subject: Your firework display order from 1st Galaxy Fireworks

Thank you for placing your order with 1st Galaxy Fireworks.

Your order reference number is: GF13082

You ordered:
1 x £2000 Ex VAT Bonfire & NYE Display @ £2400

Total (inc. VAT): £2,400.00

Event Date: Friday 01 November 2019
Venue: Muirfield Park, Muirfield Road

You can manage your booking at the following URL: <http://www.galaxy-fireworks.co.uk/manage-booking.html?orderid=13082&email=bjthepeiman@hotmail.co.uk>

Please contact us with any queries at: sales@1stgalaxy.co.uk and quote your order reference number

Thank you for your custom.

213 Valley Road, Sherwood, Nottingham, NG5 3BG
0115 8559000

St. Albans Parish Council

3 Jackson Court, Farndon, Newark, Notts, NG24 3TS,
Email: clerk@stalbanpc.org Mobile: 0785 7774847

Grant Application Form

Name of Organisation Warren Action Group (WAG)

Contact Details Sue Jablonskas

Position within Organisation Chair

Telephone 07

Email s@wagmail.com

Is your organisation a registered charity? No

If yes, charity number

To arrange a free Firework Display for the whole of the WAG community on Friday 1st November 2019. This is part of the community development work being undertaken by WAG with the aim of developing a greater sense of community and identity.

The Fireworks Display itself will be risk assessed by the professional company (Galaxy Fireworks) providing it. The event management plan is being produced and has already been shared with the Notts Safety Advisory Group. A risk assessment of the event will also be produced and shared with GBC. WAG has purchased the required public liability insurance to cover the event.

The cost of the Display is £2,400 and the only other cost to WAG is for PLI (which WAG has already paid for).

Food Vendors have been invited to the event and will provide their own PLI and Food Hygiene Certificates.

The event will be used as an opportunity to raise funds towards other WAG activity e.g. Christmas Tree and Christmas Lamppost lights.

Total Cost £2,400 for display

£257.60 Public Liability Insurance for WAG -already paid by WAG.

St. Albans Parish Council

3 Jackson Court, Farndon, Newark, Notts, NG24 3TS,
Email: clerk@stalbanpc.org Mobile: 0785 7774847

Have any funds been requested from other sources?	No
Success/failure of application, and amount requested	
Amount of grant requested from St Albans Parish Council.	£2,400
When are the funds required?	asap Galaxy Fireworks require payment in September.

I have looked under the Governance Documents section of the Parish Council's website but could not see the PC's Equality and Diversity Policy. WAG would be happy to view this and confirm its support and agreement to this.

WAG does not have a Youth Policy but the constitution makes the following specific references to youth:-

'Reflect the issues and aspirations of all and in particular young people and work towards ensuring their needs are supported.'

and

'One member being a young persons' champion who ensures that young persons' priorities are clearly supported in the area.'

Warren Action Group (WAG)

WAG was established as a result of a recommendation of the Warren Hill Area Based Initiative Report produced by the Gedling Partnership in 2005 and the Action Plan produced in 2006. The Gedling Partnership brought together a range of agencies, including Gedling Borough Council, Nottinghamshire County Council, Gedling Primary Care Trust, Nottinghamshire Police and Gedling Community and Voluntary Service.

The key aim of the Gedling Partnership introducing an ABI into this particular neighbourhood of the Bonington Ward was to improve the quality of life for all of the community living in the area, with partner agencies working together with the community to address local problems and concerns, and in order to do this, the Gedling Partnership needed to establish what issues were important to the local residents so that a range of measures could be introduced would to the neighbourhood a better place to live by consulting with that community on a range of themes covering:

- Crime and Community Safety
- Community
- Education/Life Long Learning
- Transport
- Leisure
- Health

Since being established, WAG has had a constitution which is reviewed and updated regularly.

WAG has a bank account with 4 Committee members who are signatories for this.

Any resident in the defined area of WAG is considered to be a member of WAG. There is a management Committee with the Chair, Vice Chair, Treasurer, Secretary and Committee members elected at the AGM held in June each year.

The whole of the WAG area, consisting of 1358 households, is within the St Albans Parish Council.

Any events WAG organisers are open to all residents in the area. WAG leaflet drops every household with the agenda of WAG meetings and also with flyers on upcoming events.

The Muirfield Road Recreation Ground is an open public space so other visitors to the area are welcome to attend the events.

Warren Action Group Constitution

1. Name

The name of the organisation is the **Warren Action Group** and commonly referred to as **WAG**.

2. Object

The object of the Warren Action Group is to develop and sustain a community representative body that will work with all residents, service providers and political representatives on the communities' behalf.

In furtherance of the above object the Warren Action Group is enabled to:

- i. Raise funds and to invite and receive contributions to further the object.
- ii. Offer support and assistance when possible to the Parish, County and Borough Council, Police, local schools and other regulated bodies eg. Health organisations, in order for a clear and collaborative approach to be adopted when working in the area.
- iii. Promote community communication and disseminate literature in a fair and unbiased manner.
- iv. Champion community cohesion through participation in the design and implementation of projects that benefit the community. Ensuring that all events and activities are fully insured (minimum £ 5m cover).
- v. Reflect the issues and aspirations of all and in particular young people and work towards ensuring their needs are supported.
- vi. Encourage people to share their existing skills and learn new skills.

3. Area of benefit

The area of benefit shall be determined by the area known as Warren Hill, Warren Wood, Top Valley Gardens and its environs contained within the St Albans Parish Council and within Gedling Borough Council.

4. Membership

The Warren Action Group is open to all individuals over the age of 16 years who live or work in the area of benefit irrespective of gender, sexual orientation, religious persuasion, race, nationality, or disability.

5. Management

The Warren Action Group will be managed by a Committee, the majority being residents, to be elected annually at the AGM.

The Management Committee can:

- i. Elect its own officers consisting of a chairperson, vice chairperson, treasurer, secretary and committee members.
- ii. One member being a young persons' champion who ensures that young persons' priorities are clearly supported in the area.
- iii. Co-opt persons with special knowledge and experience to work with the Committee as it sees fit.
- iv. Develop and review policies and procedures that improve the effectiveness and efficiency of the group.
- v. Oversee the overall policies and procedures, business and management of the Warren Action Group in accordance with object in section 2.
- vi. Meet at least four times a year
- vii. Ensure that at least three members are present to form a quorum.

6. Annual General Meeting and Special meetings

Notification of the AGM and Special meetings must be given at least 7 days before the date of the meeting.

7. Public Meetings

Public meetings will be held at least three times a year and residents shall be given at least 7 days' notice before the date of the meeting.

8. Means of communication

Any notice to be given to or by any person pursuant to the object.

- i. Must be in writing; or
- ii. Must be in electronic form

9. Sub committees

The Management Committee shall from time to time constitute such sub committees as it thinks necessary in furtherance of the object of the Warren Action Group (see section 2). Any sub committees must report back and be fully accountable to the Management Committee which can dissolve such sub committees when it sees fit.

10. Voting

Each resident and those co-opted on to the Committee shall have one vote; in the event of a tie the chair shall have a casting second vote.

11. Finance

- i. All monies raised by and held by the Warren Action Group shall be applied to further the object and for no other purpose.

- ii. The Treasurer shall keep proper accounts of the finances of the Warren Action Group and be responsible for presenting a quarterly statement of its financial position to the Management Committee and a report on the accounts to the AGM.
- iii. All monies received by or on behalf of the group shall be paid into a bank account or accounts as approved by the management committee. Any cheques drawn on such accounts shall bear the signatures of at least two of the four persons who by resolution of the management committee have been authorised to draw on the accounts one of which should be the treasurer.

12. Amendments to the constitution

This constitution will be reviewed and signed by the Chair, the Secretary and the Treasurer after the AGM. This constitution may be amended by two-thirds majority of the residents present at an AGM or Special meeting providing residents have been notified (see section 8) and at least 7 days' notice shall be given to the residents and shall include the proposed amendments.

13. Dissolution

The Warren Action Group may at any time be dissolved by a resolution passed by two-thirds majority of those present and voting at an AGM or Special meeting providing residents have been notified (see section 8) at least 7 days before the meeting. Any monies still held by the group will in the first instance offered back to the appropriate funding bodies and secondly, with their consent, be passed onto another group with similar object and aims to the Warren Action Group.

Signed by the Chair _____ Date __03.07.19__

Signed by the Secretary _____ Date __03.07.19__

Signed by the Treasurer _____ Date __03.07.19__