

Dethick Lea & Holloway Parish Council

Chair 2016-17

Councillor Ian Hooker
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Clerk to the Parish Council

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27 May 2016

Dear Councillors

You are summoned to attend the Annual Meeting of the Parish Council to be held on **Wednesday, 1 June 2016 at 7.00pm** in the Florence Nightingale Memorial Hall, Yew Tree Hill, Holloway.

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet for all items of personal or Disclosable Pecuniary Interests. These will be available at the meeting.

Yours sincerely

T. Walker

Clerk to the Parish Council

AGENDA – 1 June 2016

Non Confidential Items

- 1. To receive apologies for absence**
- 2. To consider motions for variations of business**
- 3. Declaration of member's interests at meeting**
 - (a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of personal or Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item)
 - (b) Where a Member indicates that they have an interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.
 - (c) The Declarations of Interests will be read out from the declarations sheet and Members will be asked to confirm that the record is correct.

4. Public Speaking

David Ashton - Representative from Crich Patients Participation Group

Ken Acons – Neighbourhood Planning

- (a) A period of not more than 15 minutes will be made available for members of the public and Members of the Council to comment on any matter.
- (b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
- (c) Members declaring an interest who wish to make representations or give evidence under the National Association of Local Councils (NALC) Code of Conduct shall do so at this stage.

5. To approve and sign the minutes of the meeting held on 4 May 2016.

6. To determine which items, if any of the Agenda should be taken with the public excluded.

If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms (if required): - "In view of the confidential nature of item x to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item."

7. Chairman's Announcements

- **Shelter roof at Lea Recreation Ground**
- **To note the Pensions & Automatic Enrolment arrangements circulated by the Clerk**
- **Additional hours worked by the Clerk – January to May 2016**

8. Grant Request (£50) - Crich Patients Participation Group

9. Suspected unauthorised tree work and removal of wall

10. Consider quotations for cemetery wall survey

11. Update on Neighbourhood Plan Public Meeting – 7 June 2016

12. Neighbourhood Area Designation – Consider letter to AVBC

13. Consider quotation for asbestos survey for the Receiving House

14. Update on HLF funding application and decision on shelter roof and path repairs – Cllr J Ward

15. Amendments to Standing Orders and Financial Regulations to reflect the Public Contracts Regulations 2015

16. Rights of Way Minor Maintenance Scheme 2016/17

17. Review information and correspondence circulated by the Clerk (Cllr Sheppard)

18. Planning Matters – Planning applications for consideration

| | |
|---|---|
| TRE/2016/0080 **Extension to deadline to 3/6/16*** | Amberley Cottage, Yew Tree Hill, Holloway Fell silver birch tree and prune fir to clear overhead service cables |
| TRE/2016/0081 | Holt House, Holt Lane, Lea, Matlock, Derbyshire, DE4 5GQ Remove two sycamore trees |

Decision Notices Circulated:

| | |
|---------------|---|
| TRE/2016/0056 | Peverill House, 3 The Hollins, Holloway |
| TRE/2016/0058 | John Smedley Ltd, Lea Road, Lea Bridge |
| TRE/2016/0066 | Elmsdale, Bracken Lane, Holloway |

19. Financial Matters

(a) Expenditure – To approve the following payments

| Cheque No. | Payee & Details | | Total |
|-------------------|---|---------|----------------|
| 2211 | Clerk | | £754.71 |
| | Wages – May - 43.33 hours (Net) plus Use of home as office – May (Net) | £454.37 | |
| | Mileage: 123 miles @ £0.45 30/4/16 Home – Holloway – Home (24 miles) 4/5/16 Home – Holloway – Home (24 miles) 6/5/16 Home – Holloway – Home (24 miles) 12/5/16 Home – Lea Bridge – Home (25 miles) 21/5/16 Home – Holloway – Lea - Home (26 miles) | £55.35 | |
| | Vonage - Parish phone line | £10.00 | |
| | TalkTalk - 50% Line rental & Broadband contribution | £10.02 | |
| | Amazon - Printer Cartridge | £54.99 | |
| | Amazon - Microsoft Office 2016 | £169.98 | |
| 2212 | Warden | | £601.02 |
| | Wages (to 21 May 2016) – 74 hours @ £7.20 (Net) | £532.80 | |
| | Mileage: 20 miles @ £0.45 per mile | £9.00 | |
| | Texts & Phone calls 10 @ £0.10 | £1.00 | |
| | Border fork | £14.99 | |
| | Concentrate weed killer | £24.99 | |
| | Petrol for blower | £6.29 | |
| | Petrol for strimmer & mower | £11.95 | |
| 2213 | HMRC – Income Tax / NI | | £113.40 |

| | | | |
|-------------|--|--|----------------|
| 2214 | Keptkleen – Holloway Public Conveniences (weeks 13 - 17) Invoice No. 788 | | £120.00 |
| 2215 | Information Commissioner – Data Protection registration fee | | £35.00 |
| 2216 | Zurich Municipal – Insurance renewal | | £597.45 |
| 2217 | The Florence Nightingale Memorial Hall Fund – Hire of Village Hall for 3 meetings | | £66.00 |
| 2218 | DALC – Training fee | | £25.00 |
| 2219 | Pictorial – 2 nd PVC banner | | £90.00 |
| 2220 | DLH Carnival Committee - Advertisement | | £16.00 |
| 2221 | DALC – Training fee | | £40.00 |
| DD | AVBC - Rates for Toilets at Church Street - 2nd payment | | £41.00 |
| DD | British Gas – Holloway Public Conveniences | | £7.96 |

Void / cancelled cheques: None

(b) Income

| Ref No. | From / Details | Amount |
|----------------|--|----------------|
| BACS | Monthly interest from Nat West Account | £1.19 |
| BACS | VAT repayment from 2015/16 | £470.71 |

(c) Bank reconciliation to 30 April 2016 (Previously circulated)

20. Derbyshire Association of Local Council's Circulars (Previously circulated by Email)

| DALC Ref | Details |
|-----------------|---|
| N/A | Training Courses and an Update on Internal Audit - Derbyshire Association of Local Councils |
| 8/2016 | Governance & Accountability - Locum Clerks - Neighbourhood Planning Champion - Local Council Award Scheme - Section 137 & Power of Gen Competence - Tesco Bags of Help - NALC Star Councils |
| 9/2016 | Various information |

21. Information Items/Correspondence (previously circulated by E-mail)

| From | Details |
|------------------------|--|
| DCC | Derwent Valley Mills World Heritage Site Discovery Walks Festival 2016 |
| Rural Services Network | Weekly Email News Digest - Tuesday, 3 May, 2016 |
| Rural Services Network | Rural Opportunities Bulletin |
| AVBC | Committee Papers for Planning Board |
| Rural Services Network | Weekly Email News Digest - 9 May, 2016 |
| Groundwork | Quarter 2 2016 newsletter |
| Rural Services Network | Rural Vulnerability Service - Rural Transport - May 2016 |
| Zurich Insurance | Insurance Renewal documents |
| Rural Services Network | Rural Conference 2016 |

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|------------------------|---|
| DCC | Rights of Way Maintenance Agreement |
| Rural Services Network | Weekly Email News Digest - 16 May, 2016 |
| Rural Services Network | Free RSN Seminar - Mind the [Rural] Gap – Access to Services and Rural Proofing |
| AVBC | Committee Papers for Full Council |
| Rural Services Network | Spotlight on Rural Health |
| AVBC | Committee Papers for Planning Board |
| AVBC | Armed Forces Day: letter on behalf of Ministry of Defence |
| Rural Services Network | Weekly Email News Digest - Monday, 23 May 2016 |
| DCC | Press Release from The Ecclesbourne Valley |
| PCSO Paula Bennett | Information relating to Police Surgeries in Holloway |
| Rural Services Network | Rural Vulnerability Service - Rural Broadband - May 2016 |

22. Agenda items for the next meeting on 6 July 2016

Review of Cemetery Fees & Regulations

Removal of waste from behind Receiving House (Cllr Sheppard)

Confidential Items

23. Additional hours worked by the Clerk – January to May 2016