

Dethick Lea & Holloway Parish Council

Chair 2016-17

Councillor Ian Hooker
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Clerk to the Parish Council

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MINUTES – 1 June 2016

Minutes of Dethick, Lea and Holloway Parish Council Meeting held in the in the Florence Nightingale Memorial Hall, Yew Tree Hill, Holloway on Wednesday 1 June 2016.

Councillors: Ian Hooker (Chair)

Joan Ward
Pat Ward
Barbara Wright
Steve Hannath
Bert Sheppard (From 19:10)

Also Present: T Walker (Parish Clerk) David Ashton – Crich PPG

Non Confidential Items

2604. Apologies for absence – Cllrs Joy Stevenson, Helen Aldred and Mike Taaffe-Finn

2605. To consider motions for variations of business - None

2606. Declaration of member's interests at meeting - None

2607. Public Speaking

David Ashton from Crich Patients Participation Group gave a short talk to explain what the group does and its objectives. Information was also given about ongoing challenges and a Dementia group that had been launched. A question and answer period followed.

Ken Acons was scheduled to speak about Neighbourhood Planning but the Clerk received his apologies.

2608. To approve and sign the minutes of the meeting held on 4 May 2016.

RESOLVED: To approve the minutes as a true record.

2609. To determine which items, if any of the Agenda should be taken with the public excluded.

RESOLVED: In view of their confidential nature, two items to be taken with the public and press excluded in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the items. These items being (1) Additional hours worked by the Clerk (2) Personal statement to be read out by Cllr P Ward.

2610. Chairman's Announcements

- **Shelter roof at Lea Recreation Ground**

The Chair informed the group of the need to carry out urgent repairs to the shelter roof and that the Clerk had asked a local builder (D Meakin) to carry out the work at an estimated price of between £150-£180.

Cllr Sheppard informed the group that he and the Warden were proposing to replace the chain and padlock on the vehicle gate and also carry out a repair to the gate.

RESOLVED: (1) That this was the correct approach to take. (2) Clerk to ask builder to return to fix a few tiles that have slipped since the initial repair. (3) Parish Warden to purchase chain and padlock for the vehicle gate.

- **To note the Pensions & Automatic Enrolment arrangements circulated by the Clerk** - Noted

- **Additional hours worked by the Clerk – January to May 2016**

RESOLVED: Item to be discussed under 'Confidential Items'.

2611. Grant Request (£50.00) - Crich Patients Participation Group

RESOLVED: To approve payment of a grant of £50.00 to Crich Patients Participation Group.

2612. Suspected unauthorised tree work and removal of wall

The Clerk confirmed that the tree is in the Derbyshire Dales area and the wall is in the Amber Valley area. No responses received from either authority to the last emails sent asking for a TPO on the remaining trees and investigation of the removal of the wall.

RESOLVED: Clerk to chase up responses from AVBC and DDDC.

2613. Consider quotations for cemetery wall survey

RESOLVED: (1) To remove the tree in the front left corner of the cemetery. (2) Clerk to obtain quotations for the removal of the tree and apply to Amber Valley Planning Department for permission to carry out the work. (3) Postpone work on wall to see if the removal of the tree stabilises it. (4) Monitor wall and add to agenda for review in 2017.

2614. Update on Neighbourhood Plan Public Meeting – 7 June 2016

Cllr P Ward gave an update on preparations for the Public Meeting and confirmed that everything was progressing well.

2615. Neighbourhood Area Designation – Consider letter to AVBC

RESOLVED: (1) Delay decision regarding the Neighbourhood Plan area and the submission of 'Neighbourhood Area Designation' letter to AVBC until after the public meeting. (2) Neighbourhood Plan Working Group and Neighbourhood Area Designation to be added to July agenda for consideration.

2616. Consider quotation for asbestos survey for the Receiving House

RESOLVED: To accept the quotation from TES Environmental Services and for the Clerk to place the order.

2617. Update on HLF funding application and decision on shelter roof and path repairs

Councillor J Ward confirmed that the HLF Funding application has been successful. Cllr Ward was congratulated and thanked for her work in obtaining the funding. The next stage is to submit the 'Permission to start and grant payment request forms' to the HLF.

RESOLVED: (1) Clerk to pass on the news to John Smedley Ltd and confirm that work cannot begin until authorisation is received from the HLF. Therefore, the work to the memorial shelter roof and path may not be completed by 7 July 2016. (2) Clerk to ask Warden to trim and tidy around memorial shelter.

2618. Amendments to Standing Orders and Financial Regulations to reflect the Public Contracts Regulations 2015

RESOLVED: To adopt the amended the documents.

2619. Rights of Way Minor Maintenance Scheme 2016/17

RESOLVED: To approve the submission to DCC for £430.00.

2620. Review information and correspondence circulated by the Clerk (Cllr Sheppard)

RESOLVED: No changes required to the current arrangements for circulating correspondence.

2621. 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 COMMENT: No objection
TRE/2016/0081	Holt House, Holt Lane, Lea, Matlock, Derbyshire Remove two sycamore trees COMMENT: No objection

Decision Notices Circulated: Noted

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

2622. 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 – 2nd 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

RESOLVED: To approve payments as listed above.

Void / cancelled cheques: None

(b) **Income** - Noted

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)** - Noted

2623. Derbyshire Association of Local Council's Circulars (Previously circulated by Email) – Noted

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

2624. Information Items/Correspondence (previously circulated by E-mail) - Noted

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
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 Railway
PCSO Paula Bennett	Information relating to Police Surgeries in Holloway
Rural Services Network	Rural Vulnerability Service - Rural Broadband - May 2016

2625. Agenda items for the next meeting on 6 July 2016

Review of Cemetery Fees & Regulations.
Update on HLF funding application and approval of quotations.
Receiving House Asbestos Survey Report.
Removal of waste from behind Receiving House (Cllr Sheppard).
Report on Neighbourhood Plan Public Meeting.
Neighbourhood Area Designation.
Consider quotation for the removal of tree at Cemetery.
Inappropriate placing of residents within the Parish.
Update on cliff path off Chapel Lane onto Long Lane.

Confidential Items

2626. Additional hours worked by the Clerk between January and May 2016

RESOLVED: To approve payment of an additional 25 hours to the Clerk.

2627. Personal statement to be read out by Cllr P Ward - Noted

Meeting closed: 9.12pm