

Duffield Parish Council

Minutes of the Meeting of the Finance and General Purposes Committee Meeting held on Tuesday 23 March 2004 at 8.00pm in the Committee Room, Hazelwood Road, Duffield

Present: Chairman: Councillor J C Rowlands
Vice Chairman: Councillor N G Storer
Councillors: Buckle, England, Knibbs and B Woodings

Also in attendance: Mr D R Bostock – Parish Clerk
Mrs S Bygraves – Treasurer/Assistant Clerk

Apologies for absence: none, all present.

F/05/04 Minutes

Resolved: that the Minutes of the Finance and General Purposes Committee Meeting held on 2 December 2003, be confirmed as a correct record and signed by the Chairman.

F/06/04 Minutes of the Special Meeting

Resolved: that the Minutes of the Special Meeting of the Finance and General Purposes Committee held on 6 January 2004, be confirmed as a correct record and signed by the Chairman.

F/07/04 Matters Arising

a) Arising from minute F/46/03 e), a meeting is to be held with the Vintage Event Committee on 24 March 2004 to try and resolve outstanding matters.

b) Arising from minute No.F/02/04 the Clerk confirmed that Borough Council staff have been trying to help with the Bank of England Stock matter and the Treasurer confirmed that she had established that the current price of the stock was very good.

F/08/04 Exclusion

As no members of the Public were present, it was agreed that there was no need for the Committee to go into exclusion.

Page two

F/09/04 Exceptional Expenditure

Blackspot Lighting: the Clerk reported that the following quotations had been received for the Pastures to Holloway Road Lighting Scheme:

	£
ABB Derby	3,954.00
Harlite Installations	4,699.00
DCC Street Lighting	4,900.00

The Clerk reported that he had been approached by Mr & Mrs Brennan Brown of 18 Holloway Road, Duffield, who were concerned at possible light pollution in and around their property, due to the additional light proposed by the County Council on the south side of the railway.

The Clerk also confirmed that he had received the new design for the Golf Lane Lighting Scheme.

Bus Shelter: the Clerk confirmed that he had offered the Parish Council's 2004/05 Bus Shelter Budget in the sum of £2,000 to the Derwent Valley Rural Transport Partnership, in order to help with the provision of a new Waiting Shelter on Duffield Railway Station.

Eyes Meadow Security: the Clerk reported that no further work was possible this year on the new car park, until the Millennium Meadow Conservation Trust have repaired the damage inflicted by their recent activities.

Finger Posts: the Clerk stated that Finger Post provision was on hold for the time being, pending further negotiations with the Community Association.

Notice Board: the Clerk advised members that he had complained to Filcris Ltd that the Parish Council could not open their new public Notice Board at the Cemetery during the winter period, due to the wood warping. They had explained that a poor batch of American Oak had been used in its construction and immediately delivered a replacement, which will be erected shortly.

The Clerk further reported that the Cemetery Superintendent is to modify the above warped Notice Board, for use as a replacement for the existing Lodge Notice Board.

Seating: the Clerk reported that the Parish Council currently had no waiting list for new public seats.

Hanging Baskets: the Clerk reported on the following quotations received for the provision and maintenance of Hanging Baskets in the Village this year:

Page three

Plant Scape, Belper – provision of planted baskets £22.95each (24No.)

	maintenance & watering	£1.50/basket/visit
Amberol, Alfreton -	provision of planted baskets	£18.00each (20No.)
	provision of planted baskets	£25.00each (4No.)
	maintenance & watering	£0.95/basket/visit

The Clerk also confirmed that John Fearnehough of Ashley Adams, had kindly agreed to sponsor the planting feature outside the White Hart again this year.

Band Concerts: the Clerk confirmed that he had been successful in obtaining a £150.00 Band Concert Grant again this year, from the Borough Council and that this will again contribute to the hire of the Beeston Pipe Band and the Derwent Valley Wind Band for the Duffield Carnival.

Resolved:

- a) that the Clerk accepts the quotation from ABB Street Lighting for the Pastures to Holloway Road footpath Lighting Scheme, minus the additional lamp on the south side of the railway.
- b) that the Clerk circulates a copy of the proposed Golf Lane Lighting Scheme to all the properties on Golf Lane, including the Golf Club.
- c) that the Clerk accepts the quotation of Amberol for the provision and maintenance of the Duffield Hanging Baskets again this year.
- d) that the Clerk's report on the various other exceptional expenditure matters be noted.

F/10/04 Applications for Grant Aid

The Clerk reported on a letter of thanks received from the Trinity Methodist Church for their recent grant aid and a completed Grant Aid Application form from the St John Ambulance, Belper Division.

Resolved: that the request for grant aid from the St John Ambulance be held over until the 23 November 2004 meeting of this Committee, when all applications for the year will be dealt with.

F/11/04 Clerk's Remuneration and Assistant Clerk's Hours

The Clerk reminded members that he was employed on the National Scale SCP (15-21) and was currently on point 20, and that subject to satisfactory

performance he should be allowed to move onto point 21 from the 1 April 2004.

The Assistant Clerk's hours of work were discussed in her absence, she is currently paid for ten hours per week to cover both her Clerk and Treasurer duties.

Resolved:

a) that the Parish Clerk be placed on National Scale SCP 21 from the 1 April 2004.

b) that the Clerk establishes the Assistant Clerk's average hours of work, to enable the Chairman and Vice Chairman to make a final decision on this matter.

F/12/04 Duffield CCTV System

Arising from the visit of the Mike Perry from Charter Consultancy at the last Parish Council meeting, the Clerk enquired if members wished to arrange a Site Visit to the Heanor Gate CCTV scheme.

Resolved: that Judy Clough the local Newsagent be asked if she would liaise with the local traders, to establish if they would be interested in a meeting or a site visit in order to progress the CCTV system further.

F/13/04 2003/2004 Budgetary Control and Agreed Budget for 2004/05

The Clerk detailed the current Budgetary Control and the Agreed Budget for 2004/05 as follows:

	03/04 Budget £	Exp to date £	04/05 Budget £
<i>Exceptional Expenditure</i>			
Contingencies	1,500	450	-
Parish Elections	3,000	4,036	-
Advertising	100	-	-
Blackspot Lighting	2,500	2,166	2,500
Dog Bins	100	-	100
Seats	500	43	250

Page five

Bus Shelter	2,250	2,168	2,250
Tidyman	2,000	4,655	5,370
Notice Board	500	-	500
Hanging Baskets	1,250	1,242	1,250
Eyes Meadow Security	2,500	151	-
Band Concerts	400	150	200
Admin. Assistance	2,500	-	-
Finger Post Signs	1,000	-	-

	----- 20,100	----- 15,061	----- 12,420
<i>Normal Expenditure</i>			
Clerk's Salary	10,200	6,982	11,500
Clerk's Fixed Allowances	350	321	350
Treasurer's Salary	1,850	704	4,250
Assistant Clerk/Treasurer	-	2,936	-
Administration & Audit	2,000	410	2,500
Insurances	2,100	2,229	2,500
Fees & Donations etc	500	437	500
Section 137 Grants	1,000	800	1,000
Committee Room Energy	300	318	300
Chapel Energy	200	150	100
Church Clock	100	90	100
Misc Small Items	100	35	100
Phone – Clerk	450	445	450
Phone – Asst Clerk	-	109	500
Chairmans Allowance	100	67	100
Parish News Letter	-	496	600
PAYE & NI	-	3,998	-
Clerks expenses	-	832	-
Treasurers expenses	-	54	-
Assistant Clerk expenses	-	902	-
Parish Plan	-	79	-
Photocopier	-	153	-
Christmas Decorations	-	210	-
Duffield 2000	-	338	-
	----- 19,250	----- 23,016	----- 24,850
<i>Grand Total</i>	----- 39,350	----- 38,077	----- 37,270

Resolved:

a) that the Current Budgetary Control situation for 2003/04 and the agreed budget for 2004/05 be noted.

Page six

F/14/04 Other Business

Councillor Knibbs reported that he and the Assistant Clerk had commenced preparations for the Firework/Bonfire Event, including several new ideas. Details of last years costs and likely 2004 costs were also circulated.

F/15/04 Date of Next Meeting

Resolved: that the next meeting of the Finance and General Purposes Committee, will take place on the 22 June 2004 at 7.15pm.

There being no further business, the Chairman declared the meeting closed at 9.10pm.

Signed ----- Date -----