

# Duffield Parish Council

## Minutes of the Meeting of the Finance and General Purposes Committee Meeting held on Tuesday 22 June 2004 at 7.15pm in the Committee Room, Hazelwood Road, Duffield

Present: Councillors: Buckle, Hibbert, Knibbs, Rowlands, Storer and B Woodings

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

Apologies for absence: none, all present.

The Parish Clerk opened the meeting and requested nominations for the position of Chairman of the Finance and General Purposes Committee:

### **F/16/04 Election of Chairman of the Committee**

On the proposal of Councillor Storer, duly seconded by Councillor Hibbert, it was unanimously:

**Resolved:** that Councillor J C Rowlands be elected Chairman of the Finance and General Purposes Committee for the ensuing year.

### **F/17/04 Election of Vice Chairman of the Committee**

On the proposal of Councillor Rowlands, duly seconded by Councillor B Woodings, it was unanimously:

**Resolved:** that Councillor N G Storer, be elected Vice Chairman of the Finance and General Purposes Committee for the ensuing year.

### **F/18/04 Minutes**

**Resolved:** that the Minutes of the Finance and General Purposes Committee Meeting held on 23 March 2004, be confirmed as a correct record and signed by the Chairman.

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### **F/19/04 Matters Arising**

a) Arising from minute F/07/04 b), the Clerk reported that the Borough Council could not help further with the current situation regarding the Bank of England Stock.

b) Arising from minute No.F/13/04 the Clerk confirmed that he had spoken to Judy Clough regarding the possible provision of a Town Street CCTV system. However it was felt that other sources of funding would need to be secured before proceeding locally. The Chairman reminded members that a capital outlay of £25,000 and annual maintenance sum of £5,000 needed to be provided, in order to proceed with this scheme.

**Resolved:** that the proposed CCTV scheme be placed on hold until the required funding can be sourced.

**F/20/04 Exclusion**

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

**F/21/04 Exceptional Expenditure**

***Blackspot Lighting (Budget £2,500 plus a 50% grant from AVBC):*** the Clerk confirmed that he had placed the necessary order for the Pastures to Holloway Road Lighting Scheme, with ABB Derby in the sum of £2,480.00.

He also reported that he, along with the Chairman and C Green (DCC), had held a Site Meeting with residents on Golf Lane, Duffield. It was agreed by all present that only one of the four proposed lights should be erected, utilising the surplus lamp from the Chapel Street Scheme, for which DCC had quoted a price of £650.00.

***Bus Shelter (Budget £2,250 plus a 50% grant from DCC) :*** the Clerk reported that the Parish Council's offer to contribute the above budget towards the provision of a new Waiting Shelter on Duffield Railway Station, had been rejected on technical grounds.

Arising from a meeting between the Derwent Valley Rural Transport Partnership and Central Trains, it has been decided to refurbish the existing Waiting Shelter, provide seating & planters and erect a new Timetable unit on the platform.

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***Dog Bins (Budget £100):*** the Clerk confirmed that this funding had already been spent, purchasing additional capacity bins on Eyes Meadow.

**Public Seats (Budget £250):** the Clerk reported that no requests for additional seats were outstanding.

**Tidyman (Budget £5,370):** the Clerk stated that this provision was totally committed to the employment of the part time Tidyman.

**Notice Board (Budget £500):** the Clerk sought advice on the location of the proposed new Notice Board.

**Hanging Baskets (Budget £1,250):** the Clerk confirmed that Amberol, have erected and are maintaining the Hanging Baskets in the Village again this year and that the total budget allocated, is committed to the scheme.

**Band Concerts (Budget £200):** the Clerk confirmed that a £150.00 grant had been obtained from the Borough Council again this year and that this had been duly handed over to the Carnival Committee, in order to assist with band provision at their event.

**Resolved:**

a) that the Clerk accepts the quotation from Derbyshire County Council for the relocation of the surplus Chapel Street lamp to the agreed Golf Lane site, in the sum of £650.00

b) that the Bus Shelter funding be held in reserve for other uses at Duffield Station, if required.

c) that the Clerk arranges for the provision of the new Notice Board on Eyes Meadow once the new Byelaws have been produced.

d) that the Band Concert budget be held in reserve.

**F/22/04**

**Assistant Parish Clerk's Hours and Remuneration**

The Assistant Parish Clerk circulated details of the hours she has had to commit to her additional duties involved in the provision of the Parish Plan and the new annual Firework Display, during the 2003/04 financial year, as follows:

Duffield Parish Plan = 146 hours @ £7.30 = £1,065.80  
Fireworks Display = 48 hours @ £7.30 = £350.40

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**Resolved:** that the Assistant Parish Clerk be made an ex-gratia payment of £1,416.20 for additional work, above and beyond her normal duties in 2003/04, in supporting the provision of the Parish Plan and instigating the Annual Firework Display.

**F/23/04**

**Meeting Room**

Members discussed recent concerns regarding the future of the Meeting Room and the consensus of opinion at the meeting was that the existing situation was unlikely to change, in the foreseeable future.

**F/24/04 Insurance**

The Clerk circulated a letter received from Councillor Sartin, regarding his concerns with various elements of the Parish Council's recent Insurance Renewal with Allianz Cornhill.

**Resolved:**

a) that the Clerk makes a suitable response to Councillor Sartin, covering the various matters raised in his letter and establishes from him the likely charge for a bi-annual assessment of the adequacy of the Parish Council's insurance cover.

b) that the Clerk checks with the Derbyshire Association of Local Councils on any alternative suppliers of the Parish Council's insurance requirements.

**F/25/04 Disability Discrimination Act**

The Clerk advised members of the content of a circular from the Department of Work and Pensions regarding the changes to the above legislation.

**Resolved:** that the Clerk seeks the advice of Derbyshire Association of Local Council's regarding the implications of the above changes for the council.

**F/26/04 Bridge Inn FC**

The Clerk reported on an application from Bridge Inn FC for use of the Eyes Meadow facilities next season. However he expressed his concern that in completing the agreement form, they had crossed out the section indemnifying the Parish Council against any claims arising out of their use of Eyes Meadow.

**Resolved:** that the Clerk advises Bridge Inn FC that their application for using the Eyes Meadow facilities in the 2004/05 season has been refused.

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**F/27/04 2004/2005 Budgetary Control**

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

04/05 Budget £	Exp to date £
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*Exceptional Expenditure*

Blackspot Lighting	2,500	-
Dog Bins	100	100
Seats	250	-
Bus Shelter	2,250	-
Tidyman	5,370	1,310
Notice Board	500	-
Hanging Baskets	1,250	-
Band Concerts	200	-
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	<b>12,420</b>	<b>1,410</b>
<i>Normal Expenditure</i>		
Clerk's Salary	11,500	1,890
Clerk's Fixed Allowances	350	87
Assistant Clerk/Treasurer	4,250	967
Administration & Audit	2,500	18
Insurances	2,500	2,698
Fees & Donations etc	500	56
Section 137 Grants	1,000	-
Committee Room Energy	300	30
Chapel Energy	100	-
Church Clock	100	-
Misc Small Items	100	-
Phone – Clerk	450	-
Phone – Asst Clerk	500	157
Chairmans Allowance	100	-
Parish News Letter	600	150
PAYE & NI	-	1,705
Clerks expenses	-	147
Assistant Clerk/Treasurer expenses	-	65
Parish Plan	-	-
Photocopier	-	227
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	<b>24,850</b>	<b>8,197</b>
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<i>Grand Total</i>	<b>37,270</b>	<b>9,607</b>
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**Resolved:**

a) that the Current Budgetary Control situation for 2004/05 be noted.

**F/28/04**

**Amendments to Financial Regulations**

The Clerk reported on DALC Circular No. 23/04 regarding the above amendments, expressing his concern that they have been revised in less than two years from their inception, thus wasting the printing costs the Council had incurred.

**Resolved:**

a) that the Clerk raises the Parish Council's concerns regarding frequent amendments to the Financial Regulations with both DALC and NALC.

b) that the Clerk places a copy of the amendments on the Meeting Room Notice Board.

c) that it be noted that the Finance and General Purposes Committee officially received the above amendments on 22 June 2004.

**F/29/04      Employment Equality Regulations and Employment Relations Bill**

The Clerk circulated copies of DALC Circulars 25/04 and 27/04 regarding the above matters to all members.

**Resolved:** that the content of the above Circulars be noted and received.

**F/30/04      Other Business**

The Clerk reported that Mrs Gratton of Wiltra Grove off Ecclesbourne Close, Duffield, had expressed concerns over access to her property via Cockpit Lane, following any future development on the adjacent Field House site, suggesting that any necessary land should be donated to the Parish Council.

Members also reported that the Borough Council had decided to demolish the Public Conveniences on Chapel Street, Duffield.

**Resolved:**

a) that the Clerk establishes if the County Council would adopt any visibility or manoeuvring areas on Cockpit Lane, arising from any development of the Field House site, Duffield

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b) that the Clerk seeks confirmation of the Borough Council plans for the future of the Duffield Public Conveniences.

**F/31/04      Date of Next Meeting**

**Resolved:** that the next meeting of the Finance and General Purposes Committee, will take place on the 23 November 2004 at 7.15pm.

There being no further business, the Chairman declared the meeting closed at 9.05pm.

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