

Duffield Parish Council

Minutes of the Meeting of the Finance and General Purposes Committee, held, in the Committee Room, Hazelwood Road, Duffield on Tuesday 23rd May 2006 at 7.00m.

Present: Councillors: Buckle, Fletcher, Rice, Rowlands, Storer, A Woodings and B Woodings

Also in Attendance: Mrs S Bygraves - Clerk

The retiring Chairman of the Finance and General purpose Committee, Mr John Rowlands opened the meeting and requested nominations for the position of Chairman and Vice Chairman of the Finance and General Purpose Committee for the ensuing year .

Election of Chairman of the Committee

103 On the proposal of Councillor J Rowlands, duly seconded by Councillor P Buckle it was:

Resolved: that Councillor A Woodings, be appointed Chairman of the Finance and General Purpose Committee for the ensuing year.

Election of Vice Chairman of the Committee

104 On the proposal of Councillor N Storer, duly seconded by Councillor P Buckle it was:

Resolved: that Councillor J Rice, be appointed Vice Chairman of the Finance and General Purpose Committee for the ensuing year.

Apologies for Absence

105 None were recorded

Declaration of Members Interests

106 None were recorded

Minutes of the Meeting of the Finance & General Purpose Committee

107 **Resolved:** that the Minutes of the Finance and General Purpose Committee Meeting held on 22 November 2006 be confirmed as a correct record and signed by the Chairman.

Matters Arising

- 108** Arising from item F/32/05(2), the Clerk confirmed that no progress had been made regarding the offer of an annual renewable lease for the western visibility splay on Church Drive to Mr & Mrs Saunders.
- 109** Arising from item F/32/05(4), the Clerk confirmed that no progress had been made regarding the provision of self closing gates on the two footpath crossing points in Duffield with Wyvern Rail.
- 110** Arising from item F/32/05(6), Councillor Storer confirmed that fire safety checks at the Cemetery buildings remained outstanding.
- 111** Arising from item F/37/05, Councillor A Woodings confirmed that Amber Valley Borough Council members are currently being consulted on the Police and Parish Councils' request to make parts of Wirksworth Road, Town Street, Chapel Street, Makney Road, Tamworth Street, Holloway Road, Snake Lane and Grays Recreational Ground an alcohol free zone.
- 112** Arising from item F/39/05, the Clerk was questioned regarding the percentage level of the carry forward reserves held by the Council.

Resolved:

- 113** That the Clerk further pursue the offer of an annual renewable lease for the Church Drive western visibility splay with Mr & Mrs Saunders
- 114** That the Clerk pursue Wyvern Rail regarding the provision of self closing gates at the footpaths crossing points in Duffield
- 115** That Councillor Storer further pursue the Councils request for safety Checks with the Fire Service.
- 116** That Councillor Woodings pass on information to the Clerk regarding the risk assessment undertaken by Amber Valley in determining their required level of reserves; and in light of this information the Clerk performs a risk assessment on the Parish Councils required level of reserves, and make recommendations to the Full Parish Council at their meeting in October.

Exceptional Expenditure – Reorganisation

- 117** Following a review of the budgets, amendments to the exceptional expenditure budget were recommended by the Clerk. These were the transfer of agreed budgets for Reorganisation, Hosting Website, Staff Training, and Tractor Shed Roof Repair to the Strategy Committee.

Resolved: That the committee recommend the transfer of budgets as stated to the Strategy Committee.

Application for Grant Aid

- 118** No formal application for grant aid had been received to date. The Committee considered the criteria under which grant aid in the future should awarded.

Resolved: That the Clerk produce a report on criteria used in the approval of grant aid for consideration by the Parish Council at their meeting in October.

Village Warden Hours

- 119** Further to the report 18(b) previously circulated the Committee considered the Clerks proposal to increase the Village Wardens hours from 20 hours per week to 32 hours per week from September 2006 with the budget to cover this years additional costs £2300 to be transferred from Cemetery supply labour £500, Meeting room repairs, £500, Lodge maintenance £200, Assistant Clerks expenses £500, Assistant Clerk Phone £400, and F & GP contingency fund £200. The effect of this increase would be an annual cost increase of £4200 per year.

Resolved: That the Committee recommends that the hours worked by the Village Warden be increased from 20hrs per week to 32 hours per week from September 2006.

Parish Council Insurance

- 120** The Clerk reported that a review of the Parish Councils insurance had been completed by B M Insurance Brokers Ltd of 16 Bridge Street, Belper. The review concluded that the Allianz Cornhill/AON Insurance had been specifically designed to cater for the insurance needs of councils, and they were unable to find any other company able or willing to provide a quotation.

Resolved: That the Committee accept the quotation from Allianz Cornhill/ AON and Councillors and the Clerk sign the cheque to the value of £ 3091.66 as directed by the Parish Council at their meeting on 9th May 2006.

Review of Proposed Budget Structure for 2006/07

- 121** The Clerk presented revised budget structures in light of the newly formed sub committees, together with updates on expenditure. The Clerk informed the Committee that it was not possible to produce quarterly budgets or committed expenditures within the current financial package, and the revised set up had taken in excess of 40 hours to complete.

Resolved: That the revised structure be approved by the Committee, and that the Clerk investigate the availability of other financial packages to better fit the Councils needs.

Duffield Parish Council Standing Orders

- 122** **Resolved:** That the Clerk draft revised Standing Orders in accordance with the recommended Model from DALC and distribute this amongst members for discussion at the meeting of the Finance and General Purpose Committee at their November meeting.

Contract of Employment for the Parish Clerk

- 123 Resolved:** That the Working Committee headed by Councillor Rowlands draft a contract of Employment for the Clerk using the Model Contract of Employment as agreed under the National Agreement for Clerks and other Officers for Parish and Town Councils, and present this to the Parish Council for approval at their meeting in July.

There being no further business, the Chairman declared the meeting closed at 9.00pm.

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