

Duffield Parish Council

Minutes of the Meeting of the Strategy, Finance and General Purposes Committee held, in the Committee Room, Hazelwood Road, Duffield on Tuesday 1st July 2007 at 7.00pm.

Present: Councillors: Buckle, Greenwood, Rice, Rowlands, and A Woodings

Also in Attendance: Mrs S Bygraves - Clerk

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

Election of Chairman of the Committee

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

- 1211 Resolved:** that Councillor T Woodings, be appointed Chairman of the Strategy, Finance and General Purpose Committee for the ensuing year.

Election of Vice Chairman of the Committee

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

- 1212 Resolved:** that Councillor P Greenwood, be appointed Vice Chairman of the Strategy, Finance and General Purpose Committee for the ensuing year.

Apologies for Absence

- 1213** Apologies were received from Councillors England

Declaration of Members Interests

- 1214** None were recorded

Items for exclusion

- 1215** The Clerk advised that agenda item 12, falls within the meaning of exclusion as defined in The Local Government (Access to Information) (Variation) Order 2006 sch.12a and would therefore require the exclusion the public and press if present.

To Review the Terms of Reference

The Committee reviewed the Constitution and Terms of Reference adopted by the Parish Council at their meeting in June 2006 under minute reference 139. Following a review of the terms of reference and constitution in line with standing orders it was:

- 1216 Resolved:** that the Constitution and Terms of Reference of the Strategy, Finance and General Purpose Committee be reaffirmed, as attached to these minutes, subject to the removal of “(except those reserved for the Cemetery, Recreational and Finance and General Purpose Committee) and to monitor their performance within the framework set” from item 10 in the Terms of Reference.

Minutes of the Meeting of the Strategy, Finance & General Purpose Committee

Members reviewed the minutes of the Strategy, Finance and General Purpose Committee meeting held on 18th March 2008, and approved by the Parish Council on the 13th May 2008. It was

- 1217 Resolved:** that items arising would be reviewed as they appeared on the Action Plan.

Action Plan

An update on the action plan for items outstanding at 1st July 2008 and covering all actions from the meeting held on 18th March 2008 was given and is attached to Appendix A.

- 1218 Resolved:** that the action plan dated 1st July 2008 be confirmed as a correct record.

Policy Framework for Duffield Parish Council

Further to the distribution of information on the development of policy frameworks within central government structures, it was identified that policy framework would benefit the Parish Council as it would provide information on how people could become involved with the Council and track its achievement. It was noted that the meeting to discuss the future use of Eyes Meadow would form part of this framework, as would the implication of Quality Council status.

- 1219 Resolved:** that a policy framework for the Parish Council be developed in consultation with all members and that this should aim to encourage future participation in the Council and evidence achievements during each term of office. It was further:

- 1220 Resolved:** that the Cemetery Committee be requested to review existing works and draw up an ongoing programme of memorial testing, and put in place an action plan in anticipation of the retirement of the Cemetery Superintendent.

Year End Accounts 2007/08 and Budgetary Updates 2008/09

The Parish Councils' year end accounts for 2007/08 and budgetary updates for 2008/09 were received by members, and are attached in Appendix B.

- 1221 Resolved:** Variations to the budget to cover predicted overspends in the Recreational Committee and staff budgets were approved, with funding being drawn from monies available through unallocated general reserves.

Concerns over the levels of predicted allocated reserves as detailed in the budgetary update were raised, and it was:

1222 Resolved: that a policy on specific and general reserves be drafted for approval for members.

Application for Funding

Further to an application for funding under s137 of the Local Government Act, from Derwent Valley Mills Partnership, it was:

1223 Resolved: that the application did not fall within the criteria for funding as adopted by the Parish Council on 14th November 2006 under minute reference 374.

Staff Matters

1224 Resolved: further to a confidential report as previously circulated, regarding the grading of the Village Warden, members recommended that the information contained within the report be adopted by the Parish Council.

It was noted that only one expression of interest had been received for the position of Assistant Clerk, but this had proved impossible to follow up.

Further to the successful completion of the Cilca qualification by the Parish Clerk, it was

1225 Resolved: that the grading of the Clerk be amended in accordance with the terms of her contract.

Further to a confidential report , as previously circulated, regarding the employment terms of the Clerk, it was:

1226 Resolved: that the information within the report be recommended for adoption by the Parish Council.

Date and time of next meeting

1227 Resolved: that the next meeting of the Strategy , Finance and General Purpose Committee will take place on Tuesday 25th November 2008 at 7.00pm, in the Meeting Room on Hazelwood Road, Duffield.

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

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