

Duffield Parish Council

Minutes of the Meeting of the Parish Council, held in the Committee Room, Hazelwood Road, Duffield on Tuesday 12th July 2005 at 7.00pm

Present: Vice Chairman: Councillor D A Hibbert

Councillors: Buckle, England, Fletcher, Knibbs, Rowlands, Sartin, A Woodings and B Woodings

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

Prior to the meeting the Reverend David Blanchflower led those assembled in prayer and made specific reference to the victims of the recent suicide bombings in London.

Apologies for absence were received from: Councillor Carmichael-Smith, Rice and Storer.

092/05 Declaration of Interest

Councillor Mrs S Fletcher declared an interest in the payment of an invoice in favour of Pywells, for ink cartridges and copier paper in the sum of £37.25.

093/05 Minutes of the Meeting of the Parish Council

Arising from minute 076/05, members were advised that graffiti problems should be reported to the police quoting crime number (47309 – 05) on 0845-1233333.

Arising from minute 079/05 resolution e), the Clerk reported that the Derby City Council have withdrawn support for the provision of Cycle Lanes between Duffield and Allestree on the A6.

Arising from minute 081/05 resolution k), the Clerk confirmed that he had held a meeting with the Cemetery Superintendent and had reported the outcome to the Finance and General Purposes Committee.

Resolved: that the minutes of the Meeting of the Parish Council held on 14 June 2005, be confirmed as a correct record and signed by the Vice Chairman.

94/05 Minutes of the Finance and General Purposes Committee

Arising from minute F/24/05 the Clerk confirmed that he had spoken to DALC regarding resolutions a) & b). They confirmed that they have recommended the adoption of the National Agreement from 1 April 2005, and that to date they have received very little adverse criticism regarding this agreement nationally. They also indicated that as the manual workers award had been accepted by the Council, so should the staff award.

It was also confirmed that it is of course open to the Parish Council not to agree this new national agreement.

Resolved:

a) that the minutes of the Finance and General Purposes Committee held on 21 June 2005, be received and adopted as Council policy.

b) that arising from minute F/14/05 resolution b), the Chairman, Vice Chairman, Immediate Past Chairman and three Lead Councillors made up from the immediate past Chairman of the Footpaths, Cemetery and Open Spaces Committees be appointed as the members of the Finance and General Purposes Committee, as follows:

Councillors N G Storer, D A Hibbert, J C Rowlands, Mrs P Buckle, Mrs B Woodings and Mrs S Fletcher.

c) that arising from minute F/14/05 resolution b), the level of expenditure delegated to the Chairman of the Finance and General Purposes Committee, acting with the Clerk, remains at the level of £300.00.

d) that arising from minute F/16/05 paragraph 6, the Assistant Clerk produces a draft formal Grievance and Disciplinary Procedure for the 22 November 2005 meeting of the Finance & General Purposes Committee.

e) that arising from minute F/19/05 resolution c), the Clerk checks the regular fence damage on Footpath No. 11 with the local Anglers Club.

f) that arising from minute F/24/05 the following was agreed:

(1) that an informal Working Group comprising of Councillors Buckle, Hibbert, Knibbs, Rowlands and A & B Woodings meet at 7.00pm on Tuesday 26 July 2005 in order to consider further, the Model Contract of Employment, Job Description and Guide to Good Employment (copies of which are to be circulated to all members).

(2) that an informal Information Group, comprising of Councillors Buckle and A Woodings be created.

(3) that an informal Other Issues Group be established, comprising of all Councillors and that they meet on Tuesday 9 August 2005, at approximately 7.15pm, following the 7.00pm Recess Meeting.

095/05 Planning and Licensing Matters

Members noted the Planning and Licensing Matters circulated, as detailed on the agenda. Furthermore they made the following decisions on current applications:

AVA/2005/0713 – Extension for Conservatory at 8 Cavendish Close, Duffield, for Mr P Burke of the same address (No Representations).

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AVA/2005/0719 – Single storey extension to rear and side, conversion of garage and two storey extension to front and side at 16 Broadway, Duffield, for Mr S Boyd of the same address (No Representations).

AVA/2005/0720 – Proposed second storey bedroom extension at 1 Chevin Bank, Duffield, for Mr & Mrs B Wigram of the same address (No Representations).

AVA/2005/0721 – Proposed second storey bedroom extension and conversion of existing outbuilding to study at Flaxholme Farm, 105 Derby Road, Duffield, for Mr T Forster of the same address (No Representations).

AVA/2005/0722 – Front, side and rear extensions at 24 Devonshire Drive, Duffield, for Mrs J Law of the same address (No Representations).

AVA/2005/0755 – Two double temporary classrooms at Ecclesbourne School, Wirksworth Road, Duffield (Renewal of existing permission for temporary buildings) (No Representations).

AVA/2005/0762 – Alterations and extensions to 12 Broadway, Duffield for Mr K Lovell of the same address (No Representations).

AVA/2005/0769 – Two storey rear extension at 1 Tamworth Rise, Duffield for Mr J Hodson of the same address (No Representations).

TRE/2005/0060 – Crown reduce Beech Tree by one third and remove limb and Crown reduce Sycamore by 50% at 21A St Alkmunds Close, Duffield (No Representations).

096/05 Clerk's Report

Correspondence was tabled and received in accordance with Appendix “B”

Further to item 1, the Clerk reported that contrary to his report in the June Parish Newsletter, he was able to report that the “A” Division Mobile Police Office will now visit Duffield on the mornings of 28 July, 25 August and 22 September 2005.

Further to item 2, the Clerk reported that there had been 8 crimes reported during **May**: one for theft, two for burglary, three for criminal damage, one for theft from vehicles and one for vehicle damage. He also confirmed that the crime figures for both Belper and Kilburn, were 44 and 7 respectively, during the same period.

Further to item 3, the Clerk advised members of the content of a letter from Mr J H Banahan, the Hon. Secretary of the Belper & District Road Safety Committee, which confirmed that he would be prepared to continue as the Parish Council's representative on that body. He also confirmed that the Parish Council's annual subscription in the sum of £20.00 would be appreciated in support of the Road Safety Committee's activities. The Clerk reported that nothing affecting Duffield directly, was mentioned in the Road Safety Committee's minutes, however problems of congestion around the William Gilbert School continue and carers of OAP's in the vicinity are being verbally abused by drivers.

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Further to item 6, the Clerk read out letters of complaint regarding recent changes to the Borough Council's refuse collection service. The Clerk confirmed that he had recently requested the Borough Council to reinstate the Green and Bulky Waste service.

Councillor A Woodings confirmed that corrugated cardboard, egg boxes and envelopes cannot be recycled because of their glue content.

Further to item 7, members noted that Planning Permission for the redevelopment of the Snake Lane Fire Station Site expires on 29/03/09.

Further to item 8, the Clerk reported that Derby City Council has withdrawn their support for the proposed (A6) Duffield to Allestree Cycleway.

Further to item 9, members declined to participate further than they already had, regarding the DCC Waste Development Plan.

Further to item 10, the Clerk read out the content of a letter from Judy Clough, which thanked the Parish Council for the excellent hanging basket provision in the village this year. However she requested that the Parish Council provide a notice on the Wirksworth Road corner, preventing the consumption of alcohol in that area. Members also expressed concern at the amount of graffiti appearing in the village, anti-social behaviour and drinking in public areas.

Further to item 12, members received the Clean Neighbourhoods and Environment Act 2005 letter from defra, without comment.

Further to item 14, members noted the Clerk's arrangements for Council's walk contribution, to the Amber Valley & Erewash Walking Festival, which will start at Eyes Meadow at 10.00am on Friday 16 September 2005.

Further to item 15, the Clerk read out a letter from the Millennium Meadow Conservation Trust, which confirmed that they were still pressing Miller Homes to carry out remedial work to the bridge and car park on Eyes Meadow.

Further to item 16, the Clerk reported that he had received no response to his advert in the last News Letter for Football Supervisors in the coming season and he indicated therefore, that some further element of self supervision may be necessary in future.

Further to item 16, the Assistant Clerk reported that the Fire Service will be attending a Firework Training Course at Swanwick, in order to provide a safe Annual Firework Display.

Further to item 18, the Clerk reported that a quotation of £750.00 had been received from Ulyett Landscapes, for the creation of an area to provide a further four allotments in the Cemetery.

Resolved:

a) that further to item three above, the Parish Council makes its annual £20.00 subscription to the Belper and District Road Safety Committee, forthwith.

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b) that arising from item five above, the Clerk includes the information on High Hedges and Protecting Sight in his next Newsletter.

c) that further to item six above, the Clerk confirms the Borough Council cannot recycle certain cardboard & envelopes, and that if confirmation is received, he reports the matter in his next News Letter.

d) that arising from item ten above, the Clerk places an open letter in the next News Letter, regarding various anti-social activities being carried out in the village by juveniles, requesting that residents log problems noted on a regular basis for reporting to the police.

e) that arising from item ten above, the Clerk writes to the Head Teachers of the local schools, the Co-operative Store, the Meadow Vale Shop and the Police, seeking their support in dealing with under age drinking, anti-social behaviour and drinking in public places in the village.

f) that arising from item ten above, the Clerk calls a meeting of all interested parties regarding the current spate of anti-social behaviour in the village at 7.00pm on 27 September 2005 in the Meeting Room at Duffield Cemetery.

g) that arising from item eleven above, the Clerk advises BT that the Parish Council have no objection to their proposal to convert the telephone kiosk on Derby Road to a cash-less unit.

h) that arising from item sixteen above, the Assistant Clerk arranges to reimburse the Fire Service travelling expenses in attending the Firework Safety Course at Swanwick.

i) that arising from item seventeen above, the Clerk speaks to the Cemetery Superintendent and requests a quotation from AK Security, in relation to the upgrade of the Cemetery Lodge burglar alarm.

j) that arising from item eighteen above, the Clerk checks the current condition of the Allotments, organises a work programme for the Cemetery Superintendent and provides Councillor A Woodings with a copy of the Grounds Maintenance Contract document.

097/05 Reports from Outside Bodies

Councillor J Rowlands reported that the next meeting regarding the Hawley's Site would take place in the Meeting Room on 16 September 2005. The Assistant Clerk circulated copies of the Section 106 Agreement for the Hawley Development, to all members.

Councillor S Fletcher advised members that Meadows School were experiencing problems with their budget and were reducing the hours of the Teaching Assistants as a result. She further reported that the results of this years SATS tests were looking good, however pupil numbers have been down but are now rising as a direct result of the Hawley Development. In conclusion Councillor Fletcher confirmed that Playground Improvements remained ongoing.

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Councillor B Woodings reported that the Parish Hall Management Committee appreciated the letter of condolence received from the Parish Council, arising from the sad loss of Mrs I Grocock their former Secretary.

098/05 DALC Circulars

Circulars and correspondence received from DALC were tabled and received in accordance with Appendix "C".

Circular No 19/2005 **General:** the Clerk advised members of this circular, which contained details of the Mayor of the Year Awards, Proposals for Electoral Change, New Quality Councils and Parish Council Meeting Venues.

Circular No. 20/2005 **Pointers to Good Practice: A Guide for Parish Councils** (Clerk has the only copy supplied).

099/05 Financial Matters

Details of the monthly payments and income to 12 July 2005, having been circulated prior to the meeting, it was:

Resolved: that the Assistant Clerk/Treasurer's tabled monthly list of invoices and payments for July 2005, in the sum of £6,521.31 be initialled and approved, with cheques due signed by members and the Clerk.

100/05 Quarterly Statement of Accounts

Resolved: that the Assistant Clerk/Treasurer's tabled Quarterly Accounts, detailing Income and Expenditure by Budget Heading and Detailed Budget and Actual Comparison to 30 June 2005, showing income of £38,126 and expenditure of £12,294 be received, approved and signed by the Chairman and the Clerk & Responsible Finance Officer.

101/05 Assistant Clerk's Claim for Reimbursement for additional hours worked (2004/05)

The Clerk advised members that the Assistant Clerk had carried out further additional work, over and above her normal duties in facilitating the provision of the Parish Plan (153.5hrs) and the Fireworks Display (39hrs) during the 2004/05 financial year, for which reimbursement was now sought.

Resolved: that the Clerk places this matter on the agenda for the September 2005 Parish Council meeting.

102/05 R J Weston Charity Committee

The Clerk reported that it was now necessary to replace Mrs J Minion as the Parish Council's representative on the above Committee. Members were advised that the Committee met quarterly for approximately 1.25 hrs and the next meeting will take place on 25 July 2005.

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Resolved: that the Clerk approaches the members not present regarding the above vacancy and refers the matter back to Councillor Knibbs.

103/05 Annual Audit 2004/05

The Clerk reported that he had announced the Annual Audit today the 12 July 2005 and that the accounts would be available for Public Inspection from the 4th August 2005 until 5th September 2005. He also recommended that the Council appoint Mrs Ingrid Newman of Youlgrave, as the Parish Council's Internal Auditor again this year.

Resolved: that the arrangements for the 2004/05 Annual Audit be noted and the Clerk be authorised to appoint Mrs Ingrid Newman of Youlgrave as the Council's Internal Auditor.

104/05 Parish Council Web Site

Councillor Buckle reported that Sam Everington had agreed to re-vamp the Council's Web Site in the near future and that Snake Lane Design had agreed to host our Web Site, free of charge in future.

105/05 Outstanding Matters

a) **Parish Plan Briefing:** Members were advised that the Final Plan will be presented to the Council at 7.30pm on Tuesday 19 July 2005 in the Conference Facility at Lubrizol, Hazelwood.

b) **Gray Recreation Ground:** The Clerk reported that the Borough Council's Play Safe Team had agreed to inspect the Parish Council's Play Area on three occasions/annum and their Parks Officer will inspect it once/annum.

c) **Parish Clerk:** The Clerk advised members that the outcome of the recent F & G P Committee, had left both him and the Assistant Clerk extremely disappointed, under valued and not appreciated. The Clerk stated that he was particularly disturbed at the totally unwarranted and unfair criticism levied at him regarding the Cemetery Maintenance, when most of the problems therein were a direct result of the Council's withdrawal of the Cemetery, from the Council's Grounds Maintenance Contract.

The Clerk further stated as a result of the above, he had decided to leave the Council's service at the end of the current financial year, when he will have completed seven years service with the Council. He confirmed that he would give the required three months notice at the appropriate time and would try his best to complete outstanding major projects and ensure a smooth progression to his successor.

d) Councillor Fletcher reported that the Castle View wall was falling down, behind the Bus Shelter on the A6.

e) Councillor Rowlands reported the overgrown state of the hedge, from Car Wise to Station Road on the A6.

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f) Councillor Fletcher complained of the state of the street cleaning and weed spraying generally in the village.

Resolved:

a) that item No 9 be removed from, and the proposed Bowling Green added to Appendix "D"

b) that the Clerk reports the matters in d) – f) above, to the appropriate authorities.

106/05 Recess Meeting

Resolved: that the Recess Meeting be held at 7.00pm on Tuesday 9 August 2005.

107/05 Date of Next Meeting

Resolved: that the next meeting of the Parish Council will take place on Tuesday 13 September 2005 at **7.00pm**, in the Meeting Room on Hazelwood Road, Duffield.

There being no further business to discuss, the Chairman closed the meeting at 10.15pm.

Signed _____ Date _____