



**185** Further to consideration of the proposals made by Mr Philip Baxter, the Council

**Resolved:**

- i) that the Council agree in principal that a permanent structure for a youth/community facility be built, subject to planning consent, on or close to the car park on Eyes Meadow, Duffield.
- ii) that the Council agree in principle that a temporary structure for a youth facility be placed, subject to planning consent, on or close to the car park on Eyes Meadow, Duffield.
- iii) that the design and final positioning of any buildings be subject to agreement with the Parish Council.
- iv) that Philip Baxter be invited to join the Strategy Committee of the Parish Council.

**Apologies for Absence**

**186** Apologies for absence were received from Councillors Carmichael-Smith, Fletcher, Hibbert, Storer and B Woodings

**Declaration of Members Interests**

**187** No interests were declared.

**Minutes of the Finance and General Purpose Committee Meeting**

**188** **Resolved:** the minutes of the Finance and General Purpose Committee held on 23<sup>rd</sup> May 2006 were confirmed as a correct record, under the provisions for approval in minutes reference 129, and be adopted as Council policy and signed by the Chairman.

**Minutes of the Parish Council Meeting**

**189** **Resolved:** the minutes of the Parish Council Meeting held on 13<sup>th</sup> June 2006 be confirmed as a correct record and signed by the Chairman.

**Update on Action Plan**

An update on the Action plans for 13<sup>th</sup> June was given to the meeting and is attached in Appendix A. The Clerk noted that all actions for April and many of the May and June actions had been completed. A number of the outstanding actions were dependant upon third party assistance and it was anticipated these would be completed over the summer recess.

**190** **Resolved:** the action plan dated 13<sup>th</sup> June 2006 be confirmed as a correct record and all outstanding items be actioned by the Clerk.

### **Appointment of Councillors to sub committees**

- 191 Resolved:** that Councillor Knibbs and England be appointed to serve on the Strategy Sub Committee.
- 192 Resolved:** that the Clerk produces a matrix showing the membership of each Sub Committee and request Councillors to volunteer to cover any unfilled places.

### **Employment Contracts and Other Employment Matters**

Further to recommendations contained in report 10.1 proposing the continued temporary employment of Mrs Meryl Hutchings as an administrator, the purchase of a second laptop computer and the creation of project roles for specific items it was:

- 193 Resolved:** that a six month fixed term temporary contract of employment for Mrs Hutchings as an administrator be approved.
- 194 Resolved:** that the Clerk purchase a second laptop of similar functionality as that previously purchased for use by the administrator.
- 195 Resolved:** that project roles be created to deal with specific items and budgets allocated to such projects on a needs basis.

Following the distribution of a draft annualised contract for the Village Warden it was:

- 196 Resolved:** that a working group of three Councillors lead by Councillor Rowlands be formed to review the Village Warden and Clerks contracts and make recommendations to the Council at their meeting in September.

### **Duffield Firework Display**

Members of Duffield fire service led by Mr Simon Norris had confirmed that they were happy to take on the pyrotechnic and health and safety roles at the above event. The Community Association would provide assistance in gate and crowd control management. Additional work undertaken by the Clerk or Administrator would be paid on a project basis as previously agreed. It was:

- 197 Resolved:** that the Clerk proceed with the purchase of Fireworks from Fireworks International up to a net Expenditure of £1750.00.

### **Clerks Report**

- 198** Further to item 1, Councillor noted the minor amendments to the Orange Mast located at Eyes Meadow as part of their site sharing proposal with T- Mobile. The Clerk confirmed that the Council had also been approached by Central Network regarding an upgrade to the electricity supply to the site. Proposal regarding this are anticipated to be received in time for the September meeting

- 199 Further to item 2, Councillors noted guidance from the Standards Board for England regarding declarations of interests. Further to recent publicity the test as to whether an interest should be declared was if an ordinary member of the public would “perceive” an interest.
- 200 Further to item 3, Vodafone Limited confirmed that they would be interested in locating a base station on the Car park at the back of the changing area on Eyes Meadow Duffield and enclosed their heads of Terms for the Councils approval. The Clerk confirmed that information received from the Vat office confirmed that the proposal would not affect the council claim on input vat for activity on the Meadow.
- 201 Further to item 4, the Council were pleased to note the proposed solar lighting upgrade to the Chapel Street Bus Shelter by Derbyshire County Council.
- 202 Further to item 5, Allestree Football Club sought permission to site a commemorative seat on Eyes Meadow in memory of Mr Paul Scanlan. Subject to Council agreement, it was anticipated that a memorial match to mark the placing of the seat at the half way line of their pitch would take place in early October 2006.
- 203 Miscellaneous correspondence as detailed in Appendix A of the agenda was tabled. Councillors were informed that all items would be available for further inspection at the Parish Office.
- 204 **Resolved:** that the Clerk confirm the Councils agreement to the proposed minor amendments at the Orange mast on Eyes Meadow to Orange Communication.
- 205 **Resolved:** that the Clerk take professional advice from John Clark, solicitor, on the proposed Heads of Terms from Vodafone Limited and this advice be presented to the Council at their meeting in September.
- 206 **Resolved:** that the Clerk confirm the Councils agreement to the proposed placing of a memorial seat on Eyes Meadow in memory of Mr Paul Scanlan as detailed in their proposal.

### **Reports from Representatives on Outside Bodies**

Councillors Buckle and England were pleased to inform the Council that the **Millennium Meadow** had recently received a conservation award. Unfortunately due to late notice of meeting they had been unable to attend the meeting of the Committee at which this was discussed.

- 207 **Resolved:** that the Clerk send congratulation on behalf of Council to the Millennium Meadow Committee on their award. The Council being anxious to support the work of the Millennium Meadow Committee also request the Committee to send a schedule of meetings to Council representatives.

### **Derbyshire Association of Local Council**

Circulars detailing Loan sanctions and External Audit Fees were received by the Parish Council. Circular 23/2006 detailing the development of the Sector had been previously circulated to all Councillors.

- 208 Resolved:** that the Clerk send Councillors copies of the DALC circular 22/2006 detailing information on Loan Sanctions.

### **Planning and Licensing Matters**

Members noted the Planning and Licensing Matters circulated as detailed in Appendix “C” on the agenda. Furthermore they noted the following actions.

- 209** AVA/2006/0256 – appeal following refusal of planning permission for an agricultural building Milford Park stud, Duffield Bank, Duffield, for Mr M Harding
- 210** AVA/2006/0504 – withdrawal of application for single property pumping station on Hazelwood Road, Duffield for Seven Trent Water.

### **Financial Matters**

Details of the monthly payments and income to 13 June 2006, having been circulated prior to the meeting, it was:

- 211 Resolved:** that the Clerk’s tabled monthly list of invoices and payments for July 2006, in the sum of £10,141.50 be initialled and approved, with cheques due signed by members and the Clerk.

Details of the Income and Expenditure Account by budget heading for the quarter ended 30<sup>th</sup> June 2006 had been circulated by email prior to the meeting. Some Councillors had been unable to access the information provided and it was therefore:

- 212 Resolved:** that the Income and Expenditure Account by budget heading for the quarter ended 30<sup>th</sup> June 2006 be presented to the meeting of the Parish Council in September for approval.

### **Annual Audit**

A letter confirming the completion of the Internal Audit was received from Ingrid Newman. She confirmed that the figures shown in the Statement of Accounts for the year ended 31<sup>st</sup> March 2006 represented “a true and accurate summary of the financial affairs of the Council”. She made a recommendation that a fixed asset register should be provided rather than an insurance schedule, however noted that it was a pleasure to work with books and files which were kept in such good order.

- 213 Resolved:** that the Council accept the Internal Audit Report presented by Ingrid Newman and that the Chairman and Clerk sign the Statement of Assurances as detailed in the Annual Statement of Accounts to be submitted to the external auditor.

### **Health and Safety**

It had come to the attention of the Council that an electrical safety inspection of Council property was overdue. The Clerk had requested quotations to carry out these inspections on all four Council properties. The only quotation currently received was from ABH Electrical for £280.00.

- 214 Resolved:** that the Clerk instruct ABH Electrical to proceed with the electrical safety inspections of Council properties and such reports be presented to the responsible committees in September.

The Clerk had requested assistance from Amber Valley in producing risk assessments for the Parish Council. This was currently being considered as a project to assist all Parishes.

- 215 Resolved:** that the Clerk request DALC to place assistance with Health and Safety procedures and risk assessments on the agenda for the Borough/Parish liaison meeting to be held in September 2006.

The Council conducted a site visit of the Allotment Gardens following concerns regarding the safety of the ponds located on the site. The Council were particularly concerned that the ponds were located close to the cemetery footpath, but hidden from view, making them easy to stumble into for children and visitors to the cemetery.

- 216 Resolved:** that the Clerk write to allotment holders requesting the removal of the ponds with immediate effect. Every effort should be taken to ensure all wildlife in the ponds is relocated prior to their removal.

Councillors A Woodings and J Rice confirmed their willingness to lead the Parish Walk on Saturday 16<sup>th</sup> September 2006, and conduct the necessary risk assessments prior to the walk. The walk was to be included in the Erewash Walking Festival programme, Autumn Footprints.

- 217 Resolved:** that Councillors Wooding and Rice provide the Clerk with a copy of the risk assessment for the Parish Walk prior to its commencement on 16<sup>th</sup> September 2006.

### **Outstanding Matters**

- 218 Resolved:** that item 1, Footway Widening Scheme Tamworth Street be removed from the schedule.

- 219 Resolved:** that the Clerk request Amber Valley to make an enforcement of the planning requirements for Bank Wood Nursing Home. This item should then be removed from the schedule.

### **Date of Next Meeting**

- 220 Resolved:** that a recess meeting to sign cheques would take place at the Clerks request on or around 14<sup>th</sup> August 2006.

- 221 Resolved:** that the next meeting of the Parish Council will take place on Tuesday 12<sup>th</sup> September at 7.00pm, in the Meeting Room on Hazelwood Road, Duffield.

There being no further business to discuss, the Chairman closed the meeting at 8.45pm

Signed \_\_\_\_\_ Date \_\_\_\_\_