

# Duffield Parish Council

## Minutes of the Meeting of the Parish Council, held in the Committee Room, Hazelwood Road, Duffield, on Tuesday 10<sup>h</sup> October at 7.00pm.

Present: Vice Chairman: Councillor J Rice  
Councillors: Buckle, England, Fletcher, Hibbert, Knibbs, Rowlands, Storer,

Also in Attendance: Mrs S Bygraves - Clerk

Prior to the meeting the Reverend Tim Paisley led those assembled in prayer.

### Public Participation

311 No members of the public were present.

### Apologies for Absence

312 Apologies were received from Councillors Carmichael-Smith, Sartin, A Woodings and B Woodings.

### Declaration of Members Interests

313 No interests were declared.

### Minutes of the Parish Council Meeting

314 **Resolved:** the minutes of the Parish Council Meeting held on 12th September 2006 be confirmed as a correct record and signed by the Chairman, subject to the following amendments and clarifications:

Minute reference 245 should read “the Clerk make recommendations to the personnel group on and appropriate contract of employment for the Village Wardens, after which consideration recommendations will be made to the Parish Council for an updated contract.”

Minute reference 259 for clarity “Council” referred to both Duffield Parish Council and Derbyshire County Council.

Minute reference 275 for clarity “Executive” referred to Amber Valley.

## **Minutes of the Strategy Committee Meeting**

- 315 Resolved:** the minutes of the Strategy Committee held on 25<sup>th</sup> July 2006 were confirmed as a correct record, under the provisions for approval in minute reference 129, and be adopted as Parish Council policy and signed by the Chairman.

### **Update on Action Plan**

An update on the Action plans for 12<sup>th</sup> September was given to the meeting and is attached in Appendix A. The Clerk noted that all actions were on schedule and those which remained outstanding would be completed within agreed time scales.

- 316 Resolved:** the action plan dated 12<sup>th</sup> September 2006 be confirmed as a correct record and all outstanding items be actioned by the Clerk.

### **Future Progress and Priorities**

The Strategy Committee had drawn together a list of actions to be taken by the Parish Council over the next few years. It was suggested these should be prioritised to assist in the allocation of funding and resources. It was:

- 317 Resolved:** that Committee Chairman forward a list of priorities from the action list to the Strategy Chairman and Clerk in good time for budgets to be prepared for the Finance and General Purpose Committee meeting to be held on Tuesday 28<sup>th</sup> November 2006

### **Overtime and Core Hours**

Further to recommendations made to the Parish Council to establish a procedure by which overtime payments and core hours worked by the Clerk and staff members could be addressed, it was:

- 318 Resolved:** that a working group meet to discuss an approved procedure on core hours and overtime and make such recommendations as they consider appropriate to the Parish Council at their meeting in November.

### **Parish Council Annual Fireworks Display**

- 319** The Clerk confirmed that all actions required to take this project forward had been completed and all volunteers to cover the event had been recruited. Following advice from Cedrick Blakey of the large events team at Derbyshire County Council a large scale risk assessment was no longer required and a risk assessment of the event would now be completed on the day by the Fire Service volunteers.

### **Clerks Report**

- 320** Further to item 1, Network Rail requested temporary access to the railway line adjacent to Eyes Meadow to carry out urgent safety work.
- 321** Further to item 2, Parish Councillors noted an award of £25.00 compensation towards the cost of removing a vandalised caravan from Eyes Meadow against Mr Joshua Luke Morris.

- 322 Further to item 3, the Parish Council noted the content of representations made to Amber Valley regarding the proposed alcohol designation order, and a request for the Parish Council's comments on these representations.
- 323 Further to item 4, the Parish Council noted the proposed visits to the village from the mobile police station over the next month.
- 324 **Resolved:** that the Clerk confirms a grant of access to Eyes Meadow to Network Rail subject to their agreement that any damage to the site is repaired and that all security measures on the site are adhered to.
- 325 **Resolved:** that the Clerk responds to Amber Valley regarding the representations made against the alcohol designation order and confirm the Parish Councils objection to any changes to the original proposal.

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

- 326 Councillor Fletcher confirmed that Mrs. Carol Anderson had been appointed as Assistant Head at **Meadow Primary School**. The School has recently completed a "School Profile" which includes data from the Department of Education for 2004/05. Work has been undertaken to improve the fabric of the school and the installation of CCTV cameras has reduced out of hours unauthorised access to the playground, although problems still remain with unauthorised access to the field.

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

Circulars 34/2006 to 36/2006 were received by the Parish Council.

- 327 **Resolved:** that Councillor Fletcher and the Clerk represent the Parish Council at the Derbyshire Police Parish Council Evening on 15<sup>th</sup> November at Butterly Hall, Ripley.
- 328 **Resolved:** that Councillor Rice attend the DALC training "a crash course in the planning system" to be held in the Council Chamber, Town Hall, Ripley, on 30<sup>th</sup> November 2006 commencing at 6.00pm.

### **Planning and Licensing Matters**

- 329 Members noted the Planning and Licensing Matters as detailed in Appendix "C" information on which had been previously circulated by the Clerk.

### **Financial Matters**

Details of the monthly payments and income to 10 October 2006, having been circulated prior to the meeting, it was:

- 330 **Resolved:** that the Clerk's tabled monthly list of invoices and payments for October 2006, in the sum of £4577.56, be initialled and approved, with cheques due signed by members and the Clerk.

- 331 Resolved:** that the Clerk's tabled Quarterly Accounts, detailing Receipts and Payments by Budget Heading to 30 September 2006, showing income of £81,970 and expenditure of £39,527 be received, approved and signed by the Chairman and the Clerk.

### **Health and Safety**

A review of risk management issues with Mr Perrins, a health and safety specialist, highlighted the need for an inventory and inspection of tress on Parish Council land. An initial price of £450 had been obtained as a benchmark for the cost of this inspection process. Additionally Mr Perrins confirmed that the rate for further consultations would be approximately £450.00 per day.

- 332 Resolved:** the Clerk seek further tenders for this work and undertake this project at a price equal or lower to that originally quoted following the receipt of tenders

The Clerk reported that the Changing Rooms at Eyes Meadow had been subject to a break in whilst occupied, and that the Village Warden and Cemetery Superintendent had attended the scene and undertaken emergency repairs to the building. A fire risk assessment has also been arranged with the Fire Service and this will take place before the end of the year

- 333 Resolved:** that the Parish Council authorise the payment of four hours overtime to the Village Warden and Cemetery Superintendent in recognition of the work undertaken during this emergency.

Concerns were raised about the speed of vehicles accessing the changing room car park on Eyes Meadow and their tendency to drive around the speed bumps on the road. The Clerk confirmed that this problem had been raised with the Football clubs on several occasions to no avail.

- 334 Resolved:** that access to Eyes Meadow beyond the Nature Reserve car park remain closed until an effective barrier can be put in place at the side of the road to prevent cars driving on the meadow. It was further resolved that a notice be erected on all Parish Council car parks advising drivers that cars are left at their owners risk.

### **Date of Next Meeting**

- 335 Resolved:** that the next meeting of the Parish Council will take place on Tuesday 14<sup>th</sup> November at 7.00pm, in the Meeting Room on Hazelwood Road, Duffield.

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

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