

Duffield Parish Council

Minutes of the Meeting of the Parish Council, held in the Committee Room, Hazelwood Road, Duffield, on Tuesday 14th November at 7.00pm.

Present: Chairman: Councillor A Woodings
Councillors: Buckle, Carmichael-Smith England, Fletcher, Hibbert, Rowlands, Sartin, and B Woodings.

Also in Attendance: Mrs S Bygraves - Clerk

Prior to the meeting the Reverend Mark Pickles led those assembled in prayer.

Public Participation

368 No members of the public were present.

Apologies for Absence

369 Apologies were received from Councillors Knibbs, Rice, and Storer.

Declaration of Members Interests

370 Councillor Fletcher declared an interest in Financial Matters and in particular the payment to Pywells Limited of £58.39. She took no part in the related discussion and decision.

371 All Councillors present declared an interest in the correspondence from Duffield Community Association by virtue of their membership of the Association. The item was not discussed due to the Council becoming inquorate on this item. It was

Resolved: that all Councillors seek a dispensation from Amber Valley Standards Committee in declaring an interest regarding matters relating to Duffield Community Association.

Minutes of the Parish Council Meeting

372 **Resolved:** the minutes of the Parish Council Meeting held on 10th October 2006 be confirmed as a correct record and signed by the Chairman, subject to the following amendments:

Tim Paisley should not be addressed as Reverend.

Update on Action Plan

An update on the action plans for 10th October 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.

- 373 Resolved:** the action plan dated 10th October 2006 be confirmed as a correct record and all outstanding items be actioned by the Clerk.

Draft Criteria for Grant Applications

Draft criteria for the grant of s.137 funding were considered by Parish Councillors. It was

- 374 Resolved:** that the criteria be adopted as Council policy subject to the following amendments

Item 3: "Parish Plan it can be viewed" be replaced with "Parish Plan which can be viewed" and an additional criteria "Applications may relate to start up costs associated with new organisations" be inserted.

A Review of Allowances for Parish and Town Councils within Amber Valley:

The report by the Parish Councils Remuneration Panel made recommendations to Parish Councils exercising their right of local discretion in relation to paying their members (a) a Parish Basic Allowance and (b) Travel and Subsistence Allowances. Following extensive discussions it was:

- 375 Resolved:** that Duffield Parish Council, adopt the recommendations of the Remuneration Panel in respect of payments of allowances and expenses and that payments in accordance with the provision commence from 1st April 2007.
- 376 Resolved:** that Councillors wishing not to adopt such payment notify the Clerk in writing in accordance with the provisions laid down by the Remuneration Panel.
- 377 Resolved:** that the Clerk draw up all necessary paperwork, including expense sheet to comply with the recommendations of the Panel.
- 378 Resolved:** that the Strategy Committee review the use of Information Technology and the provision of equipment to Parish Councillors.

Working Group Recommendations on Overtime Payments and Core Hours

Further to a report on the process by which approval of overtime payments to all Council staff could be made it was:

- 379 Resolved:** to adopt the recommendations contained within the report with immediate effect.

Following a review of current work loads for the Clerk and Treasury post, and future work loads for these existing roles and the memorial safety process it was:

- 380 Resolved:** that a Deputy Clerk be recruited for initially 10 (ten) hours per week with a budget provision to increase this to up to 20 (twenty) hours per week from 1st April 2007.
- 381 Resolved:** that the Treasury role of five hours per week be incorporated into the Clerks post, and be paid at the full Clerks rate with effect from 1st November 2007.
- 382 Resolved:** that the Administrative post of 5 (five) hours per week be recruited on a permanent basis with effect from 1st April 2007.
- 383 Resolved:** that overtime payments be made to the Clerk with immediate effect for up to 10 hours per week until such time as a Deputy Clerk is recruited.

Duffield Firework Display

The Clerk reported that the Display held on Saturday 4th November 2006 had been very well attended and enjoyed by all. Special thanks were given to Duffield Fire Service, Duffield Community Association, Duffield Air Training Core, and the Scout Network for their help in making the bonfire, letting of the fireworks and supervising the event. Hawleys had again donated pallets for the Bonfire and the Doctors had allowed the use of their power to light the entrance. Derby Civil aid had attended but fortunately no incidents were reported. The event had shown a surplus this year after donations of £1333.68.

- 384 Resolved:** that thanks and donations as detailed in the payment schedule for November be sent to all participants for their assistance. That thanks be sent to Mrs Hutchings who had co-ordinated the event and a payment of 20 hours overtime be approved for payment for this project.

Workload and Priority

Further to a report previously circulated on the current workload of the Clerk it was

- 385 Resolved:** that the priorities as detailed should be adopted by the Clerk and that Agenda papers would be distributed by email for a trial period only. Any Councillor wishing to receive paper copies of agenda papers should contact the Clerk.

Application for Grant Aid by Duffield Parish Council

The Clerk reported that grant aid had been identified for a number of projects of interest to Duffield Parish Council, and in particular, funding to resurface Cockpit Lane and the Free provision of tress at Eyes Meadow.

- 386 Resolved:** that following the granting of appropriate permissions from Derbyshire County Council, the Clerk make applications for grant aid for the resurfacing of Cockpit Lane.
- 387 Resolved:** The Clerk further liaise with Amber Valley Borough Council to establish a planting scheme for Eyes Meadow in keeping with existing planting schemes and makes an application for trees and bushes in accordance with this planting scheme.

Clerks Report

- 388** Further to item 1 Belper Steam and Vintage Event sought permission from the Parish Council to hold their event on Eyes Meadow on Saturday 9th and Sunday 10th June 2007.
- 389** Further to item 2, from Duffield Community Association this item was not discussed due to the Parish Council becoming inquorate.
- 390** Further to item 3, the Council were advised that process of determining if Greater Crested Newts were present at Duffield Allotments could not be undertaken until spring.
- 391** **Resolved:** that Belper Steam and Vintage Event be granted permission to hold their event at Eyes Meadow Duffield on Saturday 9th and Sunday 10th June 2007.

Reports from Representatives on Outside Bodies

Councillor **Carmichael-Smith** had met with Mr John Minton in his role as facilities manager to undertake a tour of Ecclesbourne School. She noted that the School was keen to engage support from the Parish Council in its drive to progress the swimming pool and sports development scheme at the School. It was also very interested in developing the idea of a Youth Parish Council in conjunction with the Parish Council

- 392** **Resolved:** that Councillor Carmichael-Smith liaise with Mr Minton to arrange an informal meeting between and tour of Ecclesbourne School for Councillors to view the development plans and to explore the development of wider relationship

Planning and Licensing Matters

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

Financial Matters

Details of the monthly payments and income to 14 November 2006, having been circulated prior to the meeting, it was:

- 394** **Resolved:** that the Clerk's tabled monthly list of invoices and payments for November 2006, in the sum of £9582.06, be initialled and approved, with cheques due signed by members and the Clerk.

Health and Safety and Risk Management

Further to a request by the External Auditor on risk management activities undertaken by the Parish Council a comprehensive letter detailing the work currently taken and under review by the council was distributed to Councillors for approval. It was

- 395** Resolved: that the letter as specified should be forwarded to the Auditor together with supporting documentation as soon as possible.

Weston Centre

Further to a meeting with Derbyshire Constabulary a preliminary approach has been made to Duffield Parish Council concerning the possible development of the Committee Room into a neighbourhood police office.

- 396 Resolved:** that the Chairman and Clerk continue to explore this possibility and report any developments to the Parish Council

At this point Councillor Hibbert left the meeting

Following concerns raised about the longer term running of the Weston Centre, initial approaches have been made to the Parish Council about how it may help. It is possible that this could be undertaken, but would involve agreements to structural changes to allow the size of the current office to increase. This would also result in rental payments from the Parish Council to the Weston Centre. The Council was asked to consider if such talks should progress

- 397 Resolved:** that the Chairman and Clerk continue to explore the feasibility of this proposal and report any developments to the Parish Council

Date of Next Meeting

- 398 Resolved:** that the next meeting of the Parish Council will take place on Tuesday 12th December 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 8.30pm

Signed _____ Date _____