

Duffield Parish Council

Minutes of the Meeting of the Parish Council, held in the Committee Room, Hazelwood Road, Duffield, on Tuesday 10th April 2007 at 7.00pm.

Present: Chairman: Councillor A Woodings
Councillors: Buckle, England, Fletcher, Hibbert Knibbs, Rice, Rowlands, Storer, Sartin and B Woodings.

Also in Attendance: Mrs S Bygraves – Clerk

Prior to the meeting Councillor A Woodings led those assembled in prayer.

Apologies for Absence

518 Apologies were received from Councillor Carmichael-Smith

Declaration of Members Interests

519 Councillor Knibbs declared a prejudicial interest in matters relating to the Weston Centre, as the Chairman of the Trustees. Councillor Knibbs left the meeting during subsequent discussions relating to the Weston Centre.

520 Councillor Fletcher declared an interest in Financial Matters and in particular the payment to Pywells Limited of £14.04. She took no part in the related discussion and decision.

Minutes of the Parish Council Meeting

521 **Resolved:** the minutes of the Parish Council Meeting held on 13th March 2007 be confirmed as a correct record and signed by the Chairman.

Update on Action Plan

An update on the action plans for items outstanding at 10th April 2007 and covering all actions from the year end and meeting of 13th March 2007 was given and is attached in Appendix A. The Clerk noted that the majority of the outstanding actions were as a result of actions required by third parties and where possible these had been again pursued.

522 **Resolved:** the action plan dated 10th April 2007 be confirmed as a correct record and the outstanding item be actioned as soon as possible.

- 523 Resolved:** that Councillors England, Sartin and Woodings meet on Wednesday 18th April at 3pm at St Alkmunds Parish Church to discuss car parking at the site and report their findings back to the Parish Council.

Duffield Youth and Community Project

Further to reports presented to the meeting requesting outline support for the proposal of a youth and community centre with sports changing facilities on Eyes Meadow the Parish Council noted that an outline agreement for the construction of such a development on land owned by the Parish Council at Eyes Meadow with an estimated value of £1million pounds had been committed to this project together with initial seed funding of £500.

Section 106 funding was under the control of Amber Valley Borough Council and whilst verbal agreements that such funding should be spent on “appropriate” projects had been negotiated with officer, any release of funding would be subject to Cabinet approval the value of which was still unclear.

- 524 Resolved:** that the Clerk write to Amber Valley Borough Council and ask them to confirm that the project as proposed would be an “appropriate” project under the definitions given for qualification for s106 funding. An undertaking that the allocation of such funding should only be made following consultation with the Parish Council would also sought.

It was further:

- 525 Resolved:** that the Clerk confirm to Mr P Buckle that the Parish Council would consider offering revenue funding for such a project in the future subject to the provision of appropriate information and budgetary constraints in force at the time, and:
- 526 Resolved:** that a meeting be arranged, between the Parish Council and Trustees of the Ecclesbourne Foundation to discuss the proposed development at Ecclesbourne School.

Parish Council Information and IT policy

Further to the distribution of a draft information and IT policy, thanks were expressed by the Council to Councillors Buckle for her hard work in producing the document. It was

- 527 Resolved:** that the policy be adopted subject to clarification of the term “data” as detailed in Appendix C under item 2.5.2. It was further:
- 528 Resolved:** that this would be achieved by the production of a standard procedure on the storage of information which the Clerk together with Councillor Buckle would draft

Parish Council Remuneration and Expenses

Further to the distribution of expenses claim forms and the adoption of the recommendation of Parish Remuneration Panel in November 2006 under minute reference 375 it was:

- 529 Resolved:** that the expense claim forms as distributed be adopted as by the Parish Council. Printer ink and paper used by Councillors in the printing of Parish documents would be

reimbursed to Councillors. Councillors should notify the Clerk on the type and model number of printer they would be using. Councillors not wishing to receive the basic allowance as recommended by the Remuneration Panel must inform the Clerk of this in writing.

Renewal of Insurance

Further to a quotation received from Allianze Cornhill for renewal of the Parish Council's annual insurance cover of £3336.64 it was:

- 530 Resolved:** that the quotation should be accepted, however a review of the cover should be undertaken to ensure sufficient cover for Council assets. Costing should also be sought for cover to the proposed playground development.

Parish Council Office Provision

Further to the appointment of Mr Chris Carter as Assistant Parish Clerk, work of the Parish Council had temporarily moved to the Committee Room at the Cemetery subject to the conclusion of negotiations with the Weston Centre Trustees. A meeting with the Trustees had been scheduled for Friday 27th April 2007 to which Councillors Rowland and Woodings together with the Clerk would attend.

- 531 Resolved:** that the opening of a Parish Office at the Committee Room on a temporary basis be agreed and Councillors and the Clerk negotiate a permanent office with the Weston Centre on basis of the terms of that detailed in the attached report.

Clerks Report

- 532** Further to item 1, Councillors noted a request from Network Gas to access Eyes Meadow for repairs works to the gas main.
- 533** Further to item 2, Councillors noted the request from Derbyshire Wildlife trust to designate the Millennium Meadow as a wildlife site.
- 534** Further to item 3, Councillors noted the concerns raised by Postwatch concerning the future of rural post offices.
- 535** Further to item 4, Councillors noted the change in structure of Landscape Services at Amber Valley Borough Council
- 536** Further to item 5, Councillors noted the appointment of Michael Newbury as external Auditor to Duffield Parish Council.
- 537** Further to item 6, Councillors noted the advice from the Department of Constitutional Affairs on Memorial Safety.
- 538** Further to item 7, Councillors noted a request from Derbyshire Wildlife Trust on the mapping of great trees in Duffield.
- 539** Further to item 8, Councillors noted a request for payment for maintenance from RBS Software Limited

- 540 Further to item 9, Councillors noted the Duffield Community Association's enquiry regarding representation on the Recreational Committee and a request for a footpath on Eyes Meadow
- 541 **Resolved:** that assurances be sought from Network Gas that any damage to Eyes Meadow or its access roads be repaired fully and promptly prior to access rights to Eyes Meadow being granted.
- 542 **Resolved:** that the Clerk acquire more information on the impact of designating the Millennium Meadow as a Wildlife Site, prior to any recommendation being given by the Parish Council.
- 543 **Resolved:** that the Clerk issue an invitation to Simon Gladwin, Head of Landscape Services at Amber Valley Borough Council, to attend the Parish Council and give a talk on the work of the new department. A request for an electronic copy of the structure diagram should also be made.
- 544 **Resolved:** that information of great trees on Duffield Parish Council land be passed to the Derbyshire Wildlife Trust on the completion of the tree inspection programme, and that the tree warden Mrs J Arnold and the readers of Duffield Scene be informed of their request.
- 545 **Resolved:** that a request for payment by RBS Software for an annual maintenance fee of £50.00 be refused.
- 546 **Resolved:** that the Duffield Community Association be requested to provide two representatives to the Recreational Committee.
- 547 **Resolved:** that Councillors from the Recreational Committee visit Eyes Meadow on Friday 20th April 2007 to view the proposed pathway as requested by the Duffield Community Association.

Reports from Outside Bodies

Councillor Fletcher noted that the website for **Meadows School** was now active. Concerns over school security and maintaining the fabric of the buildings remained. A monthly school newsletter and award scheme for extra curricular activities was being launched. The School confirmed its wish for a Parish Council representative to remain on the governing body.

- 548 **Resolved:** that all Schools in Duffield be requested to confirm their representation requirements from Duffield Parish Council.
- 549 **Councillor Knibbs** reported that a proposal from the Parish Councils to rent office at the **Weston Centre** had been received by Trustees, and whilst there was a positive reaction it was anticipated that a reasonable compromise would be sought. The reaction to the proposal had highlighted some conflict between the Management Committee and Trustees however a review of structure would help to resolve this issue in the future.

Planning and Licensing Matters

- 550 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 10th April 2007, having been circulated prior to the meeting, it was:

- 551 Resolved:** that the Clerk's tabled monthly list of invoices and payments for 10th April 2007, in the sum of £7025.75, be initialled and approved, with cheques due signed by members and the Clerk.
Annual Accounts to 31st March 2007 had not been tabled due to the late arrival of bank statements.

Receipt of Tenders

Further to the receipt of tenders for the completion of tree inspections and Hanging Basket provisions it was:

- 552 Resolved:** that Central Tree Services is awarded the contract to inspect trees on land owned by Duffield Parish Council for a price of £950.00 plus vat, subject to the work being completed within three months of the contract being placed and that Flower Power is awarded the contract to supply and water 24 hanging baskets. The inclusion of the floral fountain would be subject to an appropriate location being identified.

Risk Management

Work continued on the completion of Risk Assessments by all members of staff .

Date of Next Meeting

- 553 Resolved:** that the next meeting of the Parish Council will take place on Tuesday 8th May 2006 at approximately 7.15pm, following the Parish Council's Annual General Meeting at 7.00pm, in the Meeting Room on Hazelwood Road, Duffield. Please note that photographs of the Parish Council will take place at this meeting.

There being no further business to discuss, the Chairman closed the meeting at 8.40pm

Signed _____ Date _____