

Duffield Parish Council News Letter - Issue No.42(FEBRUARY 2007)



DUFFIELD PARISH COUNCIL

**ASSISTANT PARISH CLERK
TO DUFFIELD PARISH COUNCIL**
10 hours per week flexible
Salary LG Scale 20 (£17,352 pro rata)
5 weeks holiday per year

A good communicator with an interest in village life, your role will be very varied and will include all aspects of Parish work. You will assist and where necessary deputise for the Clerk. You will need to have sound computer skills and the role will include functions such as finance, health and safety, computer database management, personnel and an understanding of local government . Whilst some level of experience in some or all of these areas would be an advantage, the most important criteria for selection will be a willingness to learn and develop.

Working with a small team you will be well supported in your role and hours will be flexible although occasional evening and weekend work may be required.

If you are interested in the position and would like to find out more, or obtain an application pack, please contact the Clerk, Sally Bygraves on 01332 842368, 9 Granville Close, Duffield, Derby, DE56 4FY

CLOSING DATE FOR APPLICATIONS
17 FEBRUARY 2007

COMPLETION OF ANNUAL AUDIT

The Parish Council are pleased to report that following our annual inspection by the Audit Commission the auditor reported that “the information contained in the annual return is in accordance with the Audit Commissions requirements and no matters have come to its attention giving cause for concern that relevant legislation and regulatory requirements have not been met”. This follows the comments made by our independent internal auditor in July that “it was a pleasure to work with books and files which were kept in such good order.”

NEW RISK ASSESSMENT PROGRAMME FOR PARISH

Following completion of the external audit and recommendations as to actions to maintain our positive feedback the Parish Council have purchased a risk assessment programme from BMH Solutions Limited. As one of the bigger Parishes in Derbyshire, also maintaining with a large number of assets, it is becoming increasingly important for us to keep up to date with our risk assessment programme. This software will allow us to tackle over three hundred assessments that have been identified as necessary by the Audit Commission and will cover all aspects of our work including financial, legal and administrative risks.

NEW FIVE YEAR BUDGETING PROCESS ADOPTED BY PARISH COUNCIL

Following the completion of the Parish Councils Annual Financial Risk Assessment the Parish Council have adopted a five year budget plan operational from 1st April 2007. The adoption of this process will ensure that the provisions for large items of expenditure, such as the resurfacing of the Cemetery Car Park or Playground on Gray Rec will be spread over more than one year by a process called smoothing. The Parish Council have requested a precept for 2007/08 of £80,521 which represents an average cost per annum of £38.63 (per band D household) an increase of £2.91 per annum or 5.5p per week.

This increase is largely due to the cost of implementing memorial testing procedures as recommended by the Local Authority Ombudsman, and higher election costs and in particular the costs associated with postal votes, which have risen by over 25% since the last election. Positively the Parish Council hope to complete the refurbishment of Grays Rec and resurfacing of Donald Hawley Way during this financial year. Risk Assessment procedures also account for increased workloads, and associated costs.

You can come and meet your Councillors at the Parish Office at the Weston Centre to discuss items of concern on the following dates:

Wednesday February 7th 10.00am
Monday March 5th 10.00am

Clerk , Sally Bygraves on 01332 842368, or email us through the contact button at www.duffieldpc.org.uk

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