

WINGERWORTH PARISH COUNCIL

Minutes of the Parish Council Meeting held on 13 May 2014

Present: Cllr Diana Ruff (Chairwoman)

Cllr Pat Antcliff

Cllr Kevin Broughton

Cllr Vince Causey

Cllr Stuart Ellis

Cllr Cecilia Harper

Cllr Dawn Hart

Cllr Chris Hutchings

Cllr Peter O'Neill

Cllr Pam Robinson

with Mike Taylor (Clerk)

1. Election of Chairperson

Cllr Diana Ruff was elected as Chairperson of the Council.

2. Election of Vice Chairperson

Cllr Dawn Hart was elected as Vice Chairperson of the Council.

3. Declaration of Acceptance of Office

The newly elected Chairperson and Vice Chairperson accepted the posts and signed the Council's Declaration of Acceptance of Office forms.

4. Apologies for Absence

There were apologies for absence from Cllr Lindsey Edwards and Cllr Anne Knyhynyckyj as well as from County Councillor Barry Lewis.

5. Variation of Order of Business

There was no request for a variation of order of business.

6. Declarations of Members' Interest

There was one declaration of interest from Cllr Pat Antcliff in respect of agenda item 12 in addition to those recorded with NEDDC's Elections Office.

7. Public Forum

PCSO Mike Coates reported on three crimes during the preceding month which were a case of criminal damage, an assault and the taking of a motor vehicle without permission. All three cases had been cleared up. There were no reported instances of antisocial behaviour. He gave a report on the Safe Drive operation on Derby Road in April during which over 100 problems had been dealt with including some vehicles with defects to serious that they were removed from the road. He also gave a brief report on the Speed Awareness Campaign which included three sessions in the Parish with the children of Deer Park School being involved in two of the days.

8. Confirmation of Minutes of Previous Meetings

The minutes of the meeting on 2 April 2014 were confirmed as true and correct record of the meeting.

9. Chairperson's Announcements

Cllr Diana Ruff reported on the Annual Meeting of Electors, the planting of poppy mats and recent meetings with the Nursery and the residents looking into raising funding for new play equipment at Allendale. She remarked on another serious leak in the flat roof of the Parish Hall and reminded Members about the forthcoming concert commemorating the centenary of World War 1.

10. Clerk's Report

a) Items for Information

1. NEDDC – Local Plan (2011-2031) Update – Agreed to keep a watching brief on developments given that some of the apparently significant changes outlined
2. Office of the PCC – Response to Council's letter on parking problems – copy of the letter was tabled
3. Natascha Engel MP – Acknowledgement of Council's letter on parking problems
4. NEDDC – Confirmation of Parish Funding for 2014/15
5. Café WY – Contribution towards hire of facilities
6. NEDDC – Confirmation that Parish Hall will be used as polling station on 22 May

7. 10 Downing Street – Tax cut for businesses and charities of up to £2,000 a year although it appeared that this did not apply to parish councils
8. DCC – Probation Community Payback proposals for Setts Path – it was hoped that the Setts work would be included in the schedule for the current year
9. DCLG – Protecting community assets by use of Community Right to Bid
10. PSL – Confirmation of Council on Royal Mail Licensing scheme
11. Building Control – Coppers End to Millfield Cottage at Millfield Park, Old Tupton.

The items were noted.

b) Items for Decision

1. Section 1 Statement of Accounts for Year Ending 31 March 2014 – approved
2. Section 2 Annual Governance Statement for Year Ending 31 March 2014 – approved
3. Income and Expenditure Account for Year Ending 31 March 2014 – approved
4. Balance Sheet at Year End 2013/14 – approved
5. Analysis of Significant Variations on Statement of Accounts – noted
6. Explanation of Variation between Box 7 and Box 8 – noted
7. Bank Reconciliation for Year Ending 31 March 2014 – noted
8. Annual Internal Audit Report for Year Ending 31 March 2014 – noted
9. Contribution to Police fund for purchase of a speed gun – there was interest in making a contribution anticipated to be of the order of £300 but the matter was deferred until the next meeting pending clarification on whether the device would be used for enforcement as well as education and the number of councils supporting the venture as well as the likely extent of use within Wingerworth
10. Purchase on new computer and software – due to reduction in support for Windows XP and Microsoft 2003 the Council had been advised to acquire a new computer with updated operating systems and software to replace the existing machine which was some 15 years old – one option was to purchase a hardly used laptop from the Clerk for a nominal sum subject to confirmation from the Council's IT advisor that the specification and capacity was sufficient for the Council's work
11. Summer floral display – in addition to the summer display at the Parish Hall it was agreed to commit expenditure for the purchase of four large self watering units at a cost of £270 each for installation at four of the six main entry points to the village with a further sum to allow for planting although this was delendent on gaining approval from Highways
12. Adoption of model standing orders – it was agreed to adopt these without amendment with effect from the start of the next meeting of the Council
13. Support for Sevenoaks Town Council's proposal for Business Rates – it was decided not to support the proposal
14. Casting of vote for candidate for election to NEDDC's Standards Committee – it was agreed that the Clerk provide an opportunity for all Members to register a vote by email and to report the outcome of the exercise at the June meeting of the Council
15. Installation of a healthy outdoor activities circuit off Allendale Road – after providing more detail on a proposal raised at an earlier meeting it had been ascertained that the likely cost would be in the range of £13-14,000 and the Clerk was authorised to prepare and submit a bid for external funding to provide a large part of the overall costs

11. Derbyshire Association of Local Councils

a) Circulars

1. 08/2013 – DALC arrangements, Employment allowances; BBC1 Home Swap
2. 09/2014 – DALC matters; LGPS, New Community powers; Making Localism work

The circulars were noted

b) Other Matters - There were no other matters

12. Planning Matters

a) Applications

1400252	R	67 Longedge Lane	Construction of two detached bungalows
1400297		3 Hazel Drive	Loft conversion and 2 dormer windows
1400322		Deer Park Primary School, New Road	Single storey extension for toilets
1400338		51 Longedge Lane	Greenhouse and summer house ...

1400361	58 Longedge Lane	Erection of 4 bed detached house
1400389	15 Belfit Drive	Two storey side extension and link
CW5.0514/13	Land Adj to west boundary of The Avenue	Extension of remediation
1400389	15 Belfit Drive	Two storey side extension and link
1400402	Amenity Block at Mill Lane, Old Tupton	Change of use to two dwellings
1044417	24 Wheatlands Road	Single storey rear extension

R = Resubmitted

The applications were noted.

b) Decisions

1400139	CA	Tymar, Middle Road, Hardwick Wd	Single storey extension to front
1400322	NO	Deer Park Prim'y School, New Road	Single storey extension for toilets
1400149	CA	20 Swathwick Lane	Secure storage for caravan and roof
1400165	CA	23 Longedge Lane	Two storey extension and reduct land level

CA = Conditionally Approved NO = No Objection

The decisions were noted.

13 Accounts and Finance

a) Receipts and Payments – the payments for February 2014 were detailed.

Date	Reference	Payee	Amount	Detail
05-Mar-14	5809	Morrisons	10.00	Fuel for Churchyard
05-Mar-14	5810	Paul Smart	648.00	Thinning of Copse
05-Mar-14	5810	Paul Smart	588.00	Removal of Tree
05-Mar-14	5811	NALC	216.00	Conference Place DR
05-Mar-14	5812	Arden Winch & Co Ltd	197.57	Cleaning Materials
05-Mar-14	5813	Paul Smart	450.00	Fencing at Chartwell
18-Mar-14	5814	NEDDC	149.54	Payroll Services
18-Mar-14	5815	Initial Facilities Water Serv	283.75	Watersafe Pavilion
18-Mar-14	5815	Initial Facilities Water Serv	165.20	Watersafe Parish Hall
18-Mar-14	5816	NEDDC	26.04	Window Cleaning
18-Mar-14	5817	NEDDC	378.07	Replacement Dog Bin
18-Mar-14	5818	NALC	216.00	Conference Place Cha
18-Mar-14	5819	Paul Smart	90.00	Fencing at Chartwell
18-Mar-14	5820	Arden Winch & Co Ltd	13.32	Cleaning Gloves
25-Mar-14	5821	NEDDC	125.96	Playground Inspections
25-Mar-14	5822	Derbyshire County Coun	235.25	Grit
25-Mar-14	5823	Eurooffice	103.29	Inkljet Toners and Paper
25-Mar-14	5824	PA Wibberley Ltd	157.00	Repairs Toilets Parish Hall
25-Mar-14	5824	PA Wibberley Ltd	142.00	Repairs Toilets Pavilion
25-Mar-14	5825	NALC	432.00	Conference Places PA DH
31-Mar-14	5826	Glasdon UK Ltd	462.37	Park Bench Seat
31-Mar-14	5827	Heron Publications Ltd	144.00	Council Page in Wings
31-Mar-14	2528	PA Wibberley Ltd	329.00	Repaint/Rebuild Shelter
31-Mar-14	DD	AOL Services	23.25	Internet Services
31-Mar-14	SO	David Robins	406.60	Maint of Bowling Greed
31-Mar-14	CHG	Royal Bank of Scotland	18.79	Bank Charges
31-Mar-14	SO	NEDDC	7,500.00	Staff Salaries and Costs
		Total for the Month	13,511.00	

b) Profiled Budgets as at the end of March 2014

c) Capital Reserves as at the end of March 2014

d) Bank Statements and Reconciliation as at the end of March 2014

The receipts and payments had been circulated and were approved. The profiled budgets, bank statements and reconciliation were all noted although there was a query as to how the end of year surplus on the profiled budgets of some £16,000 when the overall reserves at the year end had fallen. It was stated that the £16,000 surplus was on recurrent budgets and while this had gone into the Council's reserves there had been a total of almost £20,000 on capital spends without any compensating capital credits committed from reserves during the course of the year in question and this was reflected in both the income and expenditure account and the balance sheet as at the year end. Although the capital position was reported to the Council

each month it was agreed that it would be helpful to incorporate the position on the profiled budget sheets as an extra item under the recurrent summary.

14 Items for Information

There was a review of membership of committees and representatives to external bodies and the following were agreed:

- Standards and Governance Committee – Cllr Chris Hutchings, Cllr Dawn Hart, Cllr Cecelia Harper, Cllr Pam Robinson and Cllr Diana Ruff
- Finance Committee – Cllr Stuart Ellis, Cllr Dawn Hart, Cllr Cecelia Harper, Cllr Anne Knyhynyckyj and Cllr Diana Ruff with the Clerk
- Planning Committee – Cllr Lindsey Edwards, Cllr Dawn Hart, Cllr Cecelia Harper, Cllr Pam Robinson and Cllr Diana Ruff
- Premises Committee – Cllr Diana Ruff, Cllr Pat Antcliff, Cllr Dawn Hart, Cllr Cecelia Harper, Cllr Kevin Broughton, Cllr Anne Knyhynyckyj, Cllr Pam Robinson and Cllr Stuart Ellis with the Clerk
- Youth Activities Committee – Cllr Anne Knyhynyckyj, Cllr Pam Robinson and Cllr Diana Ruff
- Playing Fields Committee (All Members)
- Footpaths Committee – Cllr Kevin Broughton, Cllr Cecelia Harper and Cllr Peter O’Neill with Mr Mike Sims as well as the Clerk when requested
- Floral Group – Cllr Diana Ruff, Cllr Dawn Hart and Cllr Cecelia Harper
- Wingerworth Churchyard Committee – Cllr Pat Antcliff, Cllr Cecelia Harper and Cllr Chris Hutchings with the Clerk
- Wingerworth Tennis Club – Cllr Vince Causey
- Wingerworth Bowling Club – Cllr Kevin Broughton
- Wingerworth Allotment Holders’ Association – Cllr Vince Causey
- Wingerworth Angling Club – Cllr Kevin Broughton

It was noted that the Chairperson and Vice Chairperson were entitled to attend as members of all Committees of the Council

Cllr Chris Hutchings confirmed that he had represented the Council at the Installation and Induction Service for the new Rector at All Saint’s Church. The position was not a full time one and the Rector would normally be elsewhere on Tuesdays and Thursdays.

15 Date of Next Meeting

The date of the next monthly meeting was scheduled to take place on Wednesday 4 June 2014.

16. It was resolved that in view of the confidential nature of the business about to be transacted it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw from the meeting.

17. Financial Aspects of Building a New Parish Hall

There was a brief report on the most recent meeting with the group of contractors helping to assess the costs and implications of a renovation of the existing premises as against a new build facility. A couple of financial matters were raised concerning the current operation of the Parish Hall. One concerned an outstanding amount that was long overdue from one of the hirers where payment in full to clear the amount had been promised. The other concerned the difficulties associated with a block booking hirer who regularly either cancelled sessions or reduced the duration of the session and it was agreed that the Premises Committee look at strengthening the hiring conditions with effect from 1 September 2014 to address the problem of lost income in such circumstances as well as having an empty room which could have benefited other community groups.

The Chairwoman thanked everyone for their contributions and declared the meeting closed at 8.49pm.