

I hereby give you notice that you are summoned to attend the **AGM** of the Parish Council which will be held at the **SOUTH WINGFIELD PARISH ROOM** at **7.00pm** on **May 12th 2011** transact the under mentioned business. Members are asked to sign the attendance sheet for the meeting and to complete the Declarations of Interest Sheet (if appropriate). These will be available at the meeting.

Yours sincerely

Linda McCormick (Clerk to the Council)

AGENDA

Part 1 – NON CONFIDENTIAL INFORMATION

- 1. To receive apologies for absence**
- 2. Elect Chairman**
- 3. New Chair to sign acceptance of office**
- 4. Elect Vice Chairman**
- 5. New Vice Chair to sign acceptance of office**
- 6. Welcome to all Councillors and sign acceptance of office and declaration of interest forms**
- 7. Variation of order of business if required**
- 8. Declaration of member's interests**

Please Note:-

- (a)** Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item)
- (b)** Where a Member indicates that they have a prejudicial interest, and describe the interests, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

The Declarations of Interests will be read out from the Declaration Sheet provided – Members will be asked to confirm that the record is correct.

9. Public speaking

(a) A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on any matter. Where a Member indicates they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) below. (If the item to which representations or comment were made by a Member is on the Agenda the Member must declare that interest again and withdraw from the meeting during consideration of that item) **(b)** If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to South Wingfield Parish.

(c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

Any comments or questions cannot be dealt with at this time, however, if the item is on the meeting agenda it can be discussed when arising on the agenda or if not on the meeting agenda can be added to the next meeting agenda. This is due to time constraints for the meeting and also items raised that are not on the meeting agenda cannot be discussed as all parishioners have to be given an opportunity to comment on items should they wish to, if the item is not on the agenda they are at a disadvantage as they would not be aware the item was to be discussed.

10. To confirm the Non – Confidential Minutes of the Meeting held on April 14th 2011 copy attached

11. To consider the Confidential Minutes none

12. To determine which if any from Part 1 of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -“That in view of the confidential nature of the business about to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw

13. Elect members to the following committees:

Planning Committee: Terms of reference: “to make recommendations to Full Council on associated matters”

Finance Committee: Terms of reference: “to make recommendations to Full Council on associated matters”

Employment Committee: Terms of reference: “to make recommendations to Full Council on associated matters”

Cheque Signatories; any two members plus the Clerk from members signed on the mandate

For all Councillors Meeting dates for 2011 / 2012 / Standing Orders / Financial Regulations / New Good Councillor Guide / Freedom of Information /

14. Report of the Clerk on:

a) **Parish room**

i) South Wingfield Play Group agreed to pay for the drain clearing due to blockage from “wipes”.M J Wragg invoice passed on to Laura of Play Group
Item for report

ii) Quotations for Parish Room replacement main doors to match the windows

iii) Fence installed after hedge removal by Dr and Mrs Scott **Item for report**

iv) Ants in kitchen Amber Valley Borough Council Pest Control called in **Item for report**

b) **Parish appearance overview**

i) Service for the Linda Vaughan memorial bench dedication Easter Sunday April 24th 2011 at 3.00pm in the Market Place with Rev. Brooks took place **item for report**

ii) Dog fouling and Dog Loo Bins urgently needed in the Parish costs from Amber Valley Borough Council

c) **Additional Street Lighting Holme Lane** County Cllr Jackson would look into the response received from Derbyshire County Council

d) **Grant Applications received** to be agreed after Finance Meeting

e) **Employment Law Advice report from Broadbents solicitors and invoice for £324.00**

f) **Speeding vehicles on Garner Lane**

g) **Allotment Lease**

h) **AoN Insurance quotation £1424.29**

i) **To elect a Grievance Hearing Panel** and to elect an Appeal panel for the Clerk’s Grievance Hearing

j) **To approve employing a Locum Clerk** and agree a date for the Clerk’s Grievance Hearing

15. DALC circulars previously circulated – General 22/2011 - General 23/2011

16. Planning applications

- AVA/2011/0139 Land Adj Hollybank House Chesterfield Road Oakerthorpe Alfreton Derbyshire
Time Limit Extension - AVA/2007/0984 - Proposed erection of additional 3
sheltered bungalows. **APPROVED BY AVBC**
- TRE/2011/0029 1 Hollybank Cottages Chesterfield Road Oakerthorpe Fell Ash tree (T3)
APPROVED BY AVBC
- AVA/2011/0033 Hoo Meavy Holm Lane Oakerthorpe Removal of an agricultural occupancy
condition (please see attached letter dated 10 January 2011 (JC/LB/B291)
APPROVED BY AVBC

**17. Finance to agree cheques and sign, the Chair is to initial all invoices to be paid, Finance Report
(previously circulated) **Finance Committee meeting to be arranged****

15.1	HSBC Chq No 100320/ 321 / 322 Employees Costs	£594.82
15.2	HSBC Chq No 100323 Derbyshire CC Street Lighting (Replacement cheque)	£5693.64
15.3	HSBC Chq No 100324 DALC annual subscription	£384.14
15.4	HSBC Chq No 100325 M J Wragg urgent repairs to inspection chamber	£150.00
15.5	HSBC Chq No 100326 Broadbents Solicitors for Employment Law Advice	£324.00
15.6	HSBC Chq No 100327 British Gas £1869.94 and £880.68	£2750.62
15.7	HSBC Chq No 100328 Amber Valley Borough Council Waste collection	£55.14
15.8	HSBC Chq No 100329 C Dibb installation of bench & bin Market Place	£120.00
15.9	HSBC Chq No 100329 AoN Insurance	£1424.29
		£11,496.65
15.10	50% precept received	£13000.00
15.11	MMA Derbyshire County Council received	£495.00
		£13,495.00

18. INFORMATION in the information folder for circulation

PART TWO – CONFIDENTIAL INFORMATION None

**19. Date of next Monthly Parish Council Meeting June 9th 2011 at 7.00pm at the Parish
Room - proposed meeting closure 9.30pm**