

South Wingfield Parish Council

Clerk to the Council Linda McCormick

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July 9th 2011

I hereby give you notice that you are summoned to attend the **Monthly Meeting** of the Parish Council which will be held at the **SOUTH WINGFIELD PARISH ROOM** at **7.00pm** on **July 14th 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)

Prior to the start of the meeting at 6.00pm meeting with user groups of the Parish Rooms regarding Parish Room grounds

AGENDA

Part 1 – NON CONFIDENTIAL INFORMATION

1. To receive apologies for absence

2. Variation of order of business if required

3. 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.

4. 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.– **Cllr Thorpe's report circulated**

5. To confirm the Non – Confidential Minutes June 9th 2011 and Finance Working Party June 9th 2011 previously circulated

6. To confirm the Confidential Minutes Part Two - None

7. 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

8. Report of the Clerk on:

a) Parish room

- i) Quotations for Parish Room replacement main doors to match the windows
- ii) Junior toilets and possible locks removal –
- iii) Laura O’Beirne asking for repairs at the Parish Room: Problem with locked gate but was sorted – Emergency Door catch – Bees nest in the wall – Fencing next to large gate – Fencing next to small gate – Blind in window – could the Play Group have a post box fitted to receive mail and “free afternoon sessions” till July 22nd 2011.
- iv) Duty of Care / Waste Transfer note for feminine hygiene units - **item for report**
- v) E-on one year contract or three year contract for electricity
- vi) Microphone system

b) Parish appearance overview

- i) Dog fouling and Dog Loo Bins urgently needed in the Parish costs from Amber Valley Borough Council
- ii) Village floral displays “progress update” (Cllr K Lancaster) report from J Peach
- iii) Hanging Baskets now installed round the Parish **item for report**
- iv) Discuss future village projects (Cllr K Lancaster) (minute 870 Phase 111 Garden and car parking RESOLVED to postpone until phase 11 is in motion (now completed)
- v) Pit Tub plaque quotation
- vi) DCC and Community Pay Back clean up

c) Additional Street Lighting Holme Lane Update

d) Speeding vehicles on Garner Lane

e) To elect a Grievance Hearing Panel and to elect an Appeal panel for the Clerk’s Grievance Hearing update discuss minute 1867g) resolution for Clerk to issue all minutes and documentation to all councillors by end of next week(assumed to be 19th June 2011) .date received actually 2/7/2011. Council to discuss reason for protracted delay (Cllr P Jackson)

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

g) RBS accounting software for Parish & Town Councils £295.00 + vat shared cost and £99.00 + vat per year support also review the monthly finance report

h) Quality Status for the Parish Council (Cllr G Johnston) S Trower Clerk of Aldercar and Langley Mill referred me to DALC re Quality Status

i) Parish Plan for Parish August 11th 2011 at 6.00pm presentation from Bernard Everett re Ashover (Helena Stubbs of RAD will give help if requested)

j) Insurance Quotations received from Came & Co. and Zurich

k) DALC subscription discuss subscription and benefits of membership cost £384.14 the Parish Council are no longer members

l) DCC street lighting consultation re: street lights turned off from 12.00 midnight to 5.30am

m) Queen’s Diamond Jubilee celebration (Cllr Thorpe) and other funding

n) Email received from Mr Hunt to Cllr P Jackson re minutes on web site and why the expenses cheques are added together (Cllr P Jackson)

o) AVA/2011/0186 Caravan Park Social Club High Road SW (Cllrs P Jackson, P Abbott, K Lancaster and T Barker four Cllrs requested the item to be on the agenda)

p) Cllr Brown’s Notice Board key could Police use it

- q) **Land at Holme Lane animals loose on the road and static caravan and access gate**
- r) **Allotment Lease from AVBC in process - item for report**
- s) **Correspondence received from Barry Lewis re Wessington and A615**
- t) **SW Tenants and Residents Ass complaint re parking Parks Avenue and Church Lane during school terms**
- u) **Temporary Road Closure High Road water mains repair - item for report**
- v) **Email received from T Grainger regarding continued free afternoon sessions June and July and possible post box at the Parish Room and HMRC change of address**
- w) **Identify areas for clearing and cleaning in the parish DCC and Community Pay Back**
- x) **Options for Housing Growth for your local area – Public Consultation**
- y) **Right of Way footpath report**
- z) **Village Games Project**
- aa) **Code of Conduct DVD**
- bb) **Suffolk Coast Council written asking for support with their proposal regarding planning guidance for major developers**
- cc) **Car aerials bent or stolen on Wessington Lane**
- dd) **Derbyshire Community Health Service Consultation**
- ee) **R Vaughan query regarding HSBC cheque approval, Council to discuss complaint**
- ff) **To confirm that Cllr J Else was elected to the Employment Committee (Cllr P Jackson)**
- gg) **Confirm the resolution minute 1867 i) the Clerk is to publish her hours of work and propose that the Council instruct the Clerk to implement the changes in the proposal with immediate effect (Cllr P Jackson)**
- hh) **Minute 1867 b iv) the Clerk is to write to all user groups of the Parish Room inviting a representative of each group to attend a meeting at 6.00pm on July 14th 2011 prior to the Parish Council meeting to discuss the Parish Room grounds Council to discuss why resolution not adhered to by the Clerk, " to write to all user groups inviting a representative of each group to a meeting at 6pm on 14/7/2011 (Cllr P Jackson)**
- ii) **Minute 1867 w) council to discuss why the resolution has not been adhered to by the Clerk. 14th July 2011 agenda only received on 7/7/2011. Propose to instruct the clerk to implement the changes in the resolution with immediate effect. (Cllr P Jackson)**
- jj) **Minute 1867 x) propose for the council to write to Broadbents solicitors immediately advising them of the resolution. (Cllr P Jackson)**
- kk) **Locking storage for South Wingfield venture club, update explanation for delay Council to discuss remedy (Cllr P Jackson)**
- ll) **Council to discuss and consider employing a lengths man to keep the village tidy. (Cllr P Jackson)**

9. Planning applications and appointment of PC Tree Warden

AVA/2011/0507 Coalburn Farm Park Lane Wingfield Park Non Material Amendment application following grant of AVA/2004/1204 to resite wood burner and relocate flue, install bi-fold doors rather than French doors to rear elevation of sitting room, use matching stone to the front elevation of the sitting room rather than the two proposed 'mock' doors and replace the proposed two half timbered kitchen openings with full height glass **Approved by AVBC**

10. Finance to agree cheques and sign, the Chair is to initial all invoices to be paid, Finance Report (previously circulated) Agreed signatures Cllrs to sign bank mandate and all Cllrs signing the mandate to go to HSBC with photographic identity and utility bill

10.1 HSBC Chq No 100339/340/341 Employees Costs £660.17

10.2	HSBC Chq No 100342	Amber Valley Borough Council Pest Control	£48.00
10.3	HSBC Chq No 100324	DALC annual subscription (held from May meeting)	£384.14
10.4	HSBC Chq No 100343	T Boulton Internal Auditor	£198.00
10.5	HSBC Chq No 100344	Standard Ind Ltd Testing Lighting Columns	£381.60
10.6	HSBC Chq No 100345	South Wingfield Venture Club	£100.00
10.7	HSBC Chq No 100346	South Wingfield Youth Club	£100.00
10.8	HSBC Chq No 100347	South Wingfield Football Club	£100.00
10.9	HSBC Chq No 100348	Moorwood Moor Angling Club	£100.00
10.10	HSBC Chq No 100349	Amber Valley Access	£100.00
10.11	HSBC Chq No 100350	Broadbents Solicitors Employment Law Advice	£324.00
10.12	HSBC Chq No 100351	AJ Wheatcroft Grass Cutting P Room	£220.00
10.13	HSBC Chq No 100352	Direct Hygiene	£162.00
1014	Premier 1 (uk) Ltd	Hanging Baskets	£2040.00
(Includes DALC cheque) Total			£4,917.91

11. **INFORMATION** in the information folder for circulation

PART TWO – CONFIDENTIAL INFORMATION None

12. **Date of next Monthly Parish Council Meeting August 11th 2011 at 7.00pm at the Parish Room - proposed meeting closure 9.30pm**