

South Wingfield Parish Council

Clerk to the Council Linda McCormick
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June 2nd 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 **June 9th 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. 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 May 12th 2011 AGM 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) Report from Parish Room Cleaner regarding locked toddlers toilet
- 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)
 - iii) Discuss budgeting £2000.00 for expenditure on lampposts self watering planters for village (Cllr K Lancaster)
 - 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 competed)
- c) **Additional Street Lighting Holme Lane** County Cllr Jackson would look into the response received from Derbyshire County Council (Cllr P Jackson)
- d) **Grant Applications received**
- e) **Speeding vehicles on Garner Lane**
- g) **To elect a Grievance Hearing Panel** and to elect an Appeal panel for the Clerk’s Grievance Hearing update discuss regarding agreed documentation and information (Cllr P Jackson)
- h) **To approve employing a Locum Clerk** and agree a date for the Clerk’s Grievance Hearing
- i) **To confirm and publicise the Clerk’s working days and office hours** Cllr P Jackson
- j) **The Clerk “continues” the completing of the time sheets** and every Monday the previous weeks time sheets are scanned and emailed to all Cllrs - (Cllr P Jackson)
- k) **The Clerk has written to HMRC** after T Grainger South Wingfield Play Group incorrectly changed name and address of PC HMRC documents and PAYE
- l) **D Taylor Footpath Inspector Insurance £117.82**
- m) **County Cllr C Jackson called out the Water Authority** to water leakage at the wall Rocks Corner
- n) **County Cllr C Jackson asked for early** attention to footpath fronting Lane End Farm South Wingfield
- o) **Discuss holding a meeting in August** (Cllr C Walden)
- p) **RBS accounting software for Parish & Town Councils £295.00 + vat shared cost and £99.00 + vat per year support**
- q) **Quality Status for the Parish Council** (Cllr G Johnston)
- r) **Parish Plan for Parish**
- s) **Processing Residents Issues** (Cllr G Johnston)
- t) **All Cllrs to be provided with a copy** of the original Aon Insurance letter requesting disclaimer documentation, (Cllr T Barker) (this was the renewal

declaration that the Clerk and all Cllr must agree to sign after advice from Aon, any non disclosure can lead to invalidating the policy from inception and can repudiate any claim - information from Aon provided)

- u) **DALC subscription** discuss subscription and benefits of membership cost £384.14 the Parish Council are no longer members
- v) **DCC street lighting consultation** re: street lights turned off from 12.00 midnight to 5.30am
- w) **Discuss changes to Standing Orders in relation to Agenda and Minutes publication procedure** Cllr K Lancaster
- x) **Discuss the appointment of Broadbents solicitors for employment law advice to cover future work** Cllrs K Lancaster and Abbott (minute 870 states that the Parish Council appointed Hudson's (previously Wright Hassall) all agreed see copy enclosed)
- y) **Discuss increase in budget to allow ongoing employment advice to be sought** Cllrs K Lancaster and P Jackson
- z) **Discuss Payment of outstanding Broadbents invoice for employment law £324.00** (Cllr K Lancaster)
- aa) **Diamond Jubilee Queen Elizabeth 1st celebration** (Cllr Thorpe)
- bb) **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)
- cc) **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)

9. **DALC circulars previously circulated** – General 22/2011 - General 23/2011 - General 24/2011 - General 25/2011 – General 26/2011 - General 27/2011 - General 29/2011 - General 30/2011

10. **Planning applications and appointment Tree Warden**

- AVA/2011/0447 Hollywell Farm High Road South Wingfield Alfreton Derbyshire DE55 7LX
Demolition of existing timber garage and stone outbuilding and the erection of a two storey side extension with raised patio area
- AVA/2011/0424 Brookfield House Moorwood Moor Lane Moorwood Moor Alfreton Derbyshire DE55 7NW
Single storey extension with raised patio area
- AVA/2011/0422 50 Wessington Lane South Wingfield Alfreton Derbyshire DE55 7NB
Rear extension and replacement garage

11. **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

11.1	HSBC Chq No 100332/ 333 / 334	Employees Costs	£649.13
11.2	HSBC Chq No 100335	D Taylor Footpath Inspector and insurance	£217.82
11.3	HSBC Chq No 100324	DALC annual subscription (held from May meeting)	£384.14
11.4	HSBC Chq No 100336	Out Framed for framing the time line	£258.00
11.5	HSBC Chq No 100337	Ms E Smith return PR hire charge	£18.00
11.6	HSBC Chq No 100338	Mh-p to 30/06/2012 web site	£372.00
			£1,899.09
11.7	Received from Sarah	Keep Fit £156.00	
11.8	Received from Chris	Keep Fit £36.00	

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

PART TWO – CONFIDENTIAL INFORMATION None

13. **Date of next Monthly Parish Council Meeting July 14th 2011 at 7.00pm at the Parish Room - proposed meeting closure 9.30pm**