

Dethick Lea & Holloway Parish Council

Chair 2014-15
Councillor Ian Hooker
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Dethick Lea and Holloway Parish Council
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Dear Councillors, you are summoned to attend the Annual General Meeting of Dethick, Lea and Holloway Parish Council to be held at 7.00pm on Wednesday, 13th May, 2015 in the Emma Stenson Rooms, Church Street, Holloway.

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely

Simon Oldham Clerk

AGENDA

Non Confidential Items

- 1 Election of Chairman for the 2015/16 year
(Chairman to sign Acceptance of Office Declaration)**
- 2 Election of Vice Chairman**
- 3 To receive apologies for absence**
- 4 To consider motions for variation business**
- 5 Declaration of member's interests at meeting**
 - (a)** Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests 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 an interest other than a Disclosable Pecuniary interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.
 - (c)** The Declarations of Interests for matters other than Disclosable Pecuniary Interests, will be read out from the declarations sheet and Members will be asked to confirm that the record is correct.
- 6 Appointments to Working Groups and Outside Bodies during 2015/16**
Working Groups – Terms of Reference “To make recommendations to Council on

Associated Matters”

- a) Cemetery Working Group
- b) Finance Working Group
- c) Planning Working Group
- d) Employment Working Group
- e) Play Area Working Group
- f) Risk Assessments Working Group
- Outside Bodies -
- g) Village Hall Representative
- h) Police Liaison
- i) Derwent Valley Mills Partnership
- j) Derwent Valley Line
- k) Memorial Trustees

- 7 To determine Cheque Signatories for 2015/16 and completion of revised bank mandate**
- 8 Schedule of Meetings for 2015/16, proposed as first Wednesday in the month with the exception of August:-**
3rd June, 1st July, 2nd September, 7th October, 4th November, 2nd December 2016 – 6th January, 3rd February, 2nd March, 6th April and 11th May (AGM)
- 9 Adoption of Council Standing Orders (Proposed to re-adopt existing version)**
- 10 Adoption of Council Financial Regulations (Proposed to re-adopt existing version)**
- 11 Adoption of Council Code of Conduct (Proposed to re-adopt existing version)**
- 12 Public speaking**
 - (a) A period of not more than 15 minutes will be made available for members of the public and Members of the Council to comment on any matter.
 - (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.
 - (c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils’ (NALC) Code of Conduct shall do so at this stage.
- 13 To approve & sign the Minutes of the Meeting held on the 1st April, 2015**
- 14 To determine which items, if any 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 (if required): - “In view of the confidential nature of **item x** to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item.”

- 15 **Chairman's Announcements**
- 16 **Advertisement and Recruitment Timeline seeking to Co-opt to 4 Councillor Vacant Positions on the Council**
- 17 **To consider the report of the Internal Auditor on the Council's accounts for 2014/15 and systems of internal control**
- 18 **Holt Lane Play Area – Annual Safety Inspection Report conducted by AVBC**
- 19 **New Goal Posts for Lea Play Area – Update on consultation with local resident and to consider further quotes to urgently move the project forward**
- 20 **Muddy Surface inside the gate at Lea Play Area – To consider appropriate action**
- 21 **Preparations for Footpath Public Inquiry in September and request from DCC for a meeting to discuss potential witnesses giving evidence**
- 22 **Speed signs for entry to Village**
- 23 **Memorial Gardens – To consider if more work needs to be undertaken to cut back vegetation**
- 24 **PLANNING** Committee or Tree Warden to give their recommendations

Tree Decision Notice	General maintenance of garden trees – Brackenhill House, Hillside, Holloway, DE4 5AX
Tree Decision Notice	Crown reduce 2 trees – Sycamore Croft, The Hollow, Holloway, DE4 5AW
Tree Decision Notice	Remove 3 self set sycamore – Ivy Cottage, Leashaw, Holloway, DE4 5AT
TRE/2015/0042	Remove 2 Cyprus trees – Moot Hall, Bakers Lane, DE4 5GA

- 25 **FINANCIAL MATTERS** Approve and sign the following cheques

25.1	Cheque No 2116	KeptKleen – Toilet cleaning wk's 10-13	£96.00
25.2	Cheque No 2117	Hire of Florence Nightingale Memorial Hall Jan/Feb/March 2015	£66.00
25.3	Cheque No's 2118/19/20	Employee Costs including HMRC	£1186.31
	Clerks Expenses		
	Mileage	Attend Council meeting 1/4/15 – 50 miles @ 0.45p per mile (Sheffield – Holloway & return) & Meeting with Internal Auditor 17/4/15 at his home address in Matlock 42 miles (Sheffield –	

		Matlock & return) £41.40	
	Ink Cartridge	Kodak Ink – Amazon £18.59 =	
		TOTAL £59.99	
	Wardens Expenses		
	Mileage	35.25 @ 0.469 = £16.53	
	Texts	11 @ 10p = £1.10	
	Spare Key cut – Receiving House	£4.50	
	Weedkiller + Petrol for strimmer	£31.04	
		Total £53.17	
25.4	Cheque No 2121	Mr B. Wood re Internal Audit	£150.00
25.5	DD	British Gas – Electricity Toilets- Church Street 24/3/15	£14.42
25.6	DD	British Gas – Electricity Toilets- Church Street 24/4/15	£129.85
25.7	DD	BT Telephone charges and quarterly rental to 30/6/15	£122.28
25.8	DD	AVBC Rates – Toilets Church Street 30/4/15	£39.00
		TOTAL	£1803.86

26 Income

Cemetery Fees (i) Additional inscription application £20.00

AVBC Precept Half Yearly Instalment £10534.00

DCC Rights of Way Maintenance Agreement Re-imburement £286.50

27 Derbyshire Association of Local Council's Circulars (previously circulated by E-mail)

1	DALC 9/2015	Government Ombudsman to Larger Parish & Town Council's - Consultation
2	DALC 10/2015	Government Transparency Fund of £4.7m; My Community – free advice and grants; FREE – Audit Briefing Session – Grant Thornton; Section 137 – Expenditure Limit 2015/16
3	DALC 11/2015	Parish and Town Councils which are inquorate; CiLCA 2015 and CPD Points; The General Power of Competence; Connecting Derbyshire
4	DALC 12/2015	Call for DALC Executive Committee Members for 2015-19

28 Bank Reconciliation – March 2015 & Year End Financial Summary

29 Information Items/Correspondence (previously circulated by E-mail)

1	Derwent Valley Line	Route Study Consultation Response
2	DVLCRP	Partnership Meeting Minutes 10/3/15

3	Rural Action Derbyshire	Rural Matters Bulletin May 2015
4	DLH Together	Request for Annual Grant
5	DCC	Rights of Way Minor Maintenance Agreement 2015/16

30 Agenda Items for the next meeting on the 3rd June, 2015

Date of next Parish Council meeting – 7pm Wednesday 3rd June, 2015 in the Florence Nightingale Memorial Hall

Issued on 6th May, 2015