

Dethick Lea & Holloway Parish Council

Chair 2016-17

Councillor Ian Hooker
Telephone: 01629 534393

Clerk to the Parish Council

Mr T Walker
Tel: 01629 706222
Email: parishclerk@dethickleaandholloway.org.uk
Website: www.dethickleaandholloway.org.uk

MINUTES – 4 May 2016

Minutes of Dethick, Lea and Holloway Parish Council Meeting held in the in the Florence Nightingale Memorial Hall, Yew Tree Hill, Holloway on Wednesday 4 May 2016.

Councillors: Ian Hooker (Chair)
H Aldred
Bert Sheppard
Joan Ward
Pat Ward
Mike Taaffe-Finn
Joy Stevenson
Barbara Wright

Also present: T Walker (Parish Clerk)
Cllr David Taylor (Borough & County Council)
2 members of the public
J Wiltshire

Non Confidential Items

2577. To elect a Chair for 2016/17

RESOLVED: Councillor Ian Hooker was elected as Chair for 2016/17 and signed the acceptance of office declaration.

2578. To elect a Vice-Chair for 2016/17

RESOLVED: Councillor Pat Ward was elected as Vice-Chair for 2016/17 and signed the acceptance of office declaration.

2579. Apologies for absence – Steve Hannath

2580. To consider motions for variations of business - None

2581. Declaration of member's interests at meeting - None

2582. Review membership of Working Groups and outside bodies

RESOLVED: (1) Representatives on outside bodies to remain unchanged. (2) Working Groups to be updated as follows:-

Finance Working Group Ian Hooker (Convener) Patricia Ward Bert Sheppard Bob Baguley (Co-opted resident)	Employment Working Group Ian Hooker (Convener) Joan Ward H Aldred Bert Sheppard
Planning Working Group Patricia Ward (Convener) Joy Stevenson Steve Hannath H Aldred	Cemetery Working Group Ian Hooker (Convener) Bert Sheppard Barbara Wright Joy Stevenson
Play Area Working Group Barbara Wright (Convener) Steve Hannath Joy Stevenson Bert Sheppard	Memorial Gardens Working Group Joan Ward (Convener) Steve Hannath Joy Stevenson Barbara Wright

2583. Re-Adopt Standing Orders, Code of Conduct and Financial Regulations

RESOLVED: (1) To Re-adopt Standing Orders, Code of Conduct and Financial Regulations. (2) To renew the £70 annual training allowance for Councillors.

2584. Public Speaking

A representative from the group responsible for implementing the Ildridgehay & Alton and Ashleyhay Neighbourhood Plan gave a presentation to the Parish Council on the Neighbourhood planning process and their experiences. This was followed by a question and answer session.

Cllr David Taylor (Borough & County Council) informed the group of his concerns regarding Derbyshire County Council's proposals to cut bus subsidies. However, in view of some buses running with very few passengers a sensible review was needed.

Councillor Sheppard was thanked for drafting the letter that was put forward to Derbyshire County Council highlighting the Parish Council's concerns regarding the proposals to cut bus subsidies.

2585. To approve and sign the minutes of the meeting held on 6 April 2016.

RESOLVED: To approve the minutes as a true record. Vote: 7 for, 1 abstention.

2586. To determine which items, if any of the Agenda should be taken with the public excluded - None

2587. Chairman's Announcements

- **Theft of coping stones**

The Chair explained that a resident had informed the Parish Council that a number of coping stones had been stolen from stone walling around the parish. Concerns were raised regarding the lack of Police representation at Parish Council meetings. Councillor Sheppard offered to contact the Safer Neighbourhood Team regarding attendance to Parish Council Meetings.

RESOLVED: Clerk to forward the contact details for the Safer Neighbourhood Team to Councillor Sheppard.

- **Purchase of Microsoft Office software for parish laptop**

RESOLVED: For the Clerk to purchase Microsoft Office software for parish laptop at an approximate cost of £170.

2588. To approve and sign the Annual Return to Grant Thornton for 2015/16

RESOLVED: To approve and sign the 2015/16 Annual return

The Clerk was thanked for the work he had undertaken in preparing the end of year accounts and the annual return.

2589. Update on Neighbourhood Plan Public Meeting – 7 June 2016

The Neighbourhood Plan Steering Group gave an update on the preparations for the public meeting.

RESOLVED: To purchase two banners at a cost of £75 plus VAT each. (2) To give authorisation to the Neighbourhood Plan Steering Group to incur expenditure up to a maximum of £350 (including the cost of the banners) in relation to staging the public meeting on 7 June 2016.

2590. Consider quotations for Tree Inspections & Risk Assessments (Holt Lane Rec, Cemetery and Memorial Gardens)

RESOLVED: To accept the quotation from Thompson Tree Services (Wirksworth) to undertake the Tree Inspections & Risk Assessments.

2591. HLF application and memorial shelter repairs – Cllr J Ward

Cllr Joan Ward gave an update on the HLF funding application and confirmed that it would go forward for a decision on 12 May 2016. R Elliot has been contacted and provisionally booked second/third week of June to carry out work on the shelter roof.

2592. Consider what action to take regarding cracks in retaining wall at cemetery

The Clerk outlined details of the quote from Erskine Hunt to carry out a survey into the cracks in the retaining wall at the cemetery. A vote was taken on whether to accept the quotation from Erskine Hunt, but it was generally felt that this was too high to take forward without obtaining further quotations. Vote: 2 for / 5 against / 1 abstention.

RESOLVED: For the Clerk to obtain further quotations.

2593. Consider request to remove tree at cemetery

RESOLVED: (1) Clerk to contact the owner of the neighbouring property and explain that the Parish Council is deferring a decision on the tree until specialist advice has been received regarding the cracks in the retaining wall of the cemetery. (2) Clerk to check whether the cracks would be covered by insurance.

2594. Institute of Cemetery and Crematorium Management membership renewal

RESOLVED: To renew membership of the Institute of Cemetery and Crematorium Management.

2595. Insurance Renewal

RESOLVED: To accept the revised quotation of £597.45 from Zurich, which includes the addition of the war memorial and memorial shelter with an estimated valuation of £8000 each and increase the play equipment cover to £13,000 on a long term 5 year agreement.

2596. Quarry vehicles and lorries – Cllr Aldred

Cllr Aldred raised concerns about lorries passing through Holloway that are in breach of the 7.5T weight limit.

RESOLVED: (1) Clerk to contact Derbyshire County Council and ask which roads within the parish have a weight restriction. (2) Details of dates, times and registration numbers of lorries suspected to be in breach of a weight restriction to be passed to the Clerk so that this information can be passed on to the Police.

2597. Queen's 90th Birthday – Cllr J Ward

Cllr J Ward suggested planting an Oak Tree in the Memorial Garden to commemorate the Queen's 90th birthday.

RESOLVED: Cllr Ward to obtain a cost for supplying an Oak Tree and bring this to a future meeting for consideration.

2598. Condition of public toilets – Cllr Sheppard

Cllr Sheppard highlighted concerns with cleanliness and the condition of the public toilets on Church Street.

RESOLVED: (1) Clerk to write to the cleaning contractor Keptkleen to raise the cleanliness issue and clarify the cleaning frequency and which days they attend. (2) Councillors to attend the building to familiarise themselves with the standard of cleanliness / decoration with a view to redecoration being discussed at a future meeting.

2599. Planning Matters – Planning applications for consideration

TRE/2016/0058 ***Extension to deadline to 6/5/16***	John Smedley Ltd, Lea Road, Lea Bridge Remove sycamore, ash, willow and elm to clear around building COMMENT: No objection
TRE/2016/0066 ***Extension to deadline to 6/5/16***	Elmsdale, Bracken Lane, Holloway Remove two silver birch trees (in roadside verge) and crown reduce one silver birch in front garden COMMENT: No comment
AVA/2016/0159	Horse Stables At Lea Wood Unnamed Road From Lea Bridge To Lea Wood Lea Bridge – *** APPLICATION WITHDRAWN ***

AVA/2015/1097	Leashaw Woods, Leashaw, Holloway, Matlock Derbyshire Creation of forestry access track in order to carry out works set out in Forestry Commission approved Woodland Management Plan *** APPLICATION WITHDRAWN ***
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Decision Notices Circulated: Noted

TRE/2016/0051	4 Hollins Wood Close, Lea Bridge
TRE/2016/0045	Land adjacent to Holme Close, Holloway

2600. Financial Matters

(a) Expenditure – To approve the following payments

Cheque No.	Payee & Details		Total
2203	Clerk		£536.32
	Wages – April - 43.33 hours (Net) plus Use of home as office – April (Net)	£454.17	
	Mileage: 88 miles @ £0.45 6/4/16 Home – Holloway – Home (24 miles) 19/4/16 Home - Matlock – Lea - Home (32 miles) 26/4/16 Home – Matlock – Home (32 miles)	£39.60	
	Vonage - Parish phone line	£10.00	
	TalkTalk - 50% Line rental & Broadband contribution	£10.02	
	Royal Mail fee for a re-direction of mail from previous Clerk	£2.00	
	Stamps (Rymans)	£19.80	
	Paper (Rymans) – Used Vonage vouchers plus cash	£0.73	
2204	Warden		£549.99
	Wages (to 23 April 2016) – 74 hours @ £7.20 (Net)	£532.80	
	Mileage: 11 miles @ £0.45 per mile	£4.95	
	Texts & Phone calls 4 @ £0.10	£0.40	
	Petrol for strimmer and mower	£11.84	
2205	HMRC – Income Tax / NI		£113.60
2206	Keptkleen – Holloway Public Conveniences (weeks 9 - 12) Invoice No. 780		£96.00
2207	DALC – Training Fees		£100.00
2208	Pictorial – PVC Banner (1 of 2)		£90.00
2209	Brian Wood – Internal Audit Fee		£150.00
2210	Institute of Cemetery and Crematorium Management - Membership renewal		£90.00
	Zurich - Insurance renewal – Deferred to June		
DD	AVBC Rates - Toilets at Church Street (1st payment)		£42.40

DD	British Gas – Holloway Public Conveniences		£7.50
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RESOLVED: (1) Payment to Zurich to be deferred to the June meeting. (2) To make the payments as listed above.

Void / cancelled cheques: None

(b) Income - Noted

Ref No.	From / Details	Amount
BACS	Monthly Interest on Nat West Account	£1.25
100647	Hoults Memorials - Memorial fee	£100.00
100648	L Petts Stonemasons - Memorial fee	£100.00
100649	Archway Funeral Services – Interment fee	£350.00
100650	J Else – Annual rent for land off Lea Moor Road	£40.00
BACS	Precept (1 st payment)	£10,653.00

(c) Bank reconciliation to 31 March 2016, Financial Summary 2015/16, VAT Submission, Asset Register and Internal Audit Report (Previously circulated)
- Noted

2601. Derbyshire Association of Local Council's Circulars (Previously circulated by Email) - Noted

DALC Ref	Details
N/A	Transparency Fund 2016 17

2602. Information Items/Correspondence (previously circulated by E-mail) - Noted

From	Details
AVBC	Temporary Road Closure - Fund Run, Lea - 15 May 2016
Rural Services Network	Weekly Email News Digest - 4 April, 2016
Derbyshire Dales District Council	Derbyshire Dales Local Plan Consultation
AVBC	Committee Papers for Standards and Appeals Committee
Rural Services Network	Rural Opportunities Bulletin
AVBC	Queens' 90th Birthday Celebrations
DCC	Railway Improvements in Sheffield and changes to services May Day Sunday 1 and Monday 2 May
AVBC	Committee Papers for Planning Board
DCC	Parish and Town Council Liaison Forum 27 June 2016
Rural Services Network	Weekly Email News Digest - 11 April, 2016
Cllr David Taylor	Update re Subsidised Bus Consultation
FDVL	Friends of the Derwent Valley Line - Meeting 19th April 2016
Rural Services Network	Rural Vulnerability Service - Rural Broadband - April 2016
Rural Services Network	Rural Housing Spotlight
Cllr V Thorpe	Donation to Amber Community First Responders Scheme
DCC	Derbyshire and Derby Minerals Local Plan

Rural Services Network	Weekly Email News Digest - 25 April, 2016
Rural Services Network	Rural Vulnerability Service - Fuel Poverty - April 2016
AVBC	Amber Valley Borough Employment Land Need Study

2603. Agenda items for the next meeting on 1 June 2016

- Dementia Meetings / Crich Patients Participation Group (Public Speaking)
- Update on HLF funding application and decision on shelter roof and path repairs
- Parish Council pension obligations & 'Auto Enrolment'
- Amendments to Standing Orders and Financial Regulations to reflect the Public Contracts Regulations 2015
- Rights of Way Minor Maintenance Scheme 2016/17
- Review cemetery fees
- Review information and correspondence circulated by the Clerk
- Clerk's overtime - January 2016 to present

Confidential Items – None

Meeting closed: 9.10pm