

Dethick, Lea & Holloway Parish Council

Parish Clerk & Responsible Finance Officer

T Walker

Tel: 01629 706222

Email: parishclerk@dethickleaandholloway.org.uk

Website: www.dethickleaandholloway.org.uk

28 April 2022

Dear Councillors

You are summoned to attend the Annual Parish Council Meeting to be held on **Wednesday 4 May 2022 at 7.00pm** in the Florence Nightingale Memorial Hall, Yew Tree Hill, Holloway.

Yours sincerely

T Walker

Clerk to the Parish Council

AGENDA – 4 May 2022

1. Election of Chair for 2022/23

2. Election of Vice Chair for 2022/23

3. To accept apologies for absence

4. To consider motions for variations of business

5. Declaration of member's interests at meeting

- (a) Councillors must verbally declare any disclosable pecuniary interests and non-pecuniary interests at this point.
- (b) Where a councillor indicates that they have a non-pecuniary interest, but wish to make representations regarding the item, those representations must be made under item (c) of Public Speaking.

6. Public Speaking

- (a) A period of not more than 15 minutes will be made available for members of the public and councillors to comment on any matter.
- (b) If a Police representative, County Council or District Council member is in attendance they will be given the opportunity to raise any relevant matter.
- (c) Councillors declaring a non-pecuniary interest in an item can make representations about that item at this stage.

7. To approve and sign the minutes of the meeting held on 6 April 2022

8. 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.”

9. Chair’s Announcements

10. Re-Adopt Standing Orders, Members’ Code of Conduct and Financial Regulations

11. Re-Adopt other parish council policies and procedures: -

- Data Protection Policy
- Document Retention Policy
- Privacy Notice – Staff, Councillors and Role Holders
- Privacy Notice – Residents and Members of the Public
- Freedom of Information Publication Scheme
- Vexatious or Repeated Requests Policy
- Equality and Diversity Policy
- Complaints Procedure
- Grievance Policy
- Bullying and Harassment Policy
- Reasonable Adjustments Procedure
- Health and Safety Policy
- Expenses Policy
- Disciplinary Policy
- Employee Absence Policy
- Social Media Policy
- Climate Change Policy
- Website Accessibility Statement

12. Approve Asset Register as at 31 March 2022

13. Review and approve Parish Council Risk Assessment document

14. To note report from internal auditor for 2021/22 accounts

15. To approve and sign the Bank Reconciliation Report to 31 March 2022

16. To note the Financial Summary Report to 31 March 2022

17. To approve and sign Annual Return Section 1 – Annual Governance Statement for 2021/22

18. To approve and sign Annual Return Section 2 – Accounting Statements for 2021/22

19. Review membership of Working Groups and outside bodies

20. Update – Future of Mayfield Stores, Holloway

21. Consider application made for an alcohol licence for cafe on Leashaw – Cllr Stevenson

22. Consider actions to support the 20’s Plenty Campaign – Cllr Crossley

23. To accept £500 funding from the Derbyshire County Council Members’ Community Leadership Fund (Cllr D Taylor) toward the Platinum Jubilee Commemorative coins

24. Update - Purchase and presentation of 200 commemorative coins for children at Lea Primary School & Nursery & Holloway Playgroup to celebrate the Queen's Platinum Jubilee.

25. Consider quote and draft design for a cemetery sign that encourages people not to install fencing and other objects or enlarge graves

26. Consider the issue of road closures occurring without notice and no signage saying when the road will re-open (raised by resident)

27. To note date for the delivery of bark for the play area arranged for 10am on Thursday 12th May 2022

28. Planning Matters – Planning applications for consideration - None

29. Financial Matters

(a) Expenditure – To approve the following payments

Chq No. / Bacs	Payee & Details		Total
Bacs	Clerk April wages – 52.143 hours (net) Use of home as office – April Mileage: 101 miles @ £0.45 1/4/22 Home/Holloway/Home (23 miles) 4/4/22 Home/Matlock/Home (39 miles) 7/4/22 Home/Matlock/Home (39 miles) Vonage - Parish phone line Line rental & Broadband contribution Zoom Video Communications (inc VAT) Lever arch file Domain name renewal (3-year to 12/12/25)	£658.49 £45.45 £13.25 £11.00 £14.39 £2.00 £32.36	£776.94
Bacs	HMRC Income Tax / NI (April)		£162.89
Bacs	Keptkleen Ltd – Toilet cleaning Invoice No 1861		£168.00
Bacs	B Wood – Internal audit services 2021/22		£150.00
Bacs	The Royal Mint – 200 Platinum Jubilee Commemorative 50p coins. 200 x £3.55 (£710 plus VAT)		£852.00
Bacs	Carnival – Advert for carnival programme		£20.00
Bacs	Woodgrow Horticulture Ltd – Playbark for Play Area		£437.62
Bacs	Zurich Municipal – Insurance renewal 2022/23		£614.70
Bacs	Heritage Damp Solutions Ltd – Timber treatment for shelter at Lea Rec		£650.00
Bacs	J Stevenson – Reimbursement for wood stain, ground anchor and two padlocks		£44.00
DD	British Gas – Electricity for toilets (12/4/22)		£33.00

DD	British Gas – Electricity for toilets (26/4/22)		£15.64
DD	Unity Trust – Service charge (31/3/22)		£18.00

Void / cancelled cheques: None

(b) Income

Ref No.	From / Details	Amount
Bacs	HMRC – VAT refund from 2021/22	£5723.69
Bacs	AB – DCC objects licence fee for bench	£100.00
Bacs	AVBC – Precept payment 1 of 2	£13,217.00

Void / cancelled paying in slips: None

(c) To note Bank Reconciliation & Financial Summary Report (Previously circulated)

30. To consider Derbyshire Association of Local Council's Circulars (Previously circulated by email)

Details
DALC Newsletter - April 2022
DALC Clerk and Chair Forums - Request for information
DALC Training courses for May 2022

31. To consider items of correspondence (Previously circulated by E-mail)

From	Details
DCC	4 April - News from Derbyshire County Council
DCC	Blend Easter Programme 2022
DCC	Speed Indicator Devices - 12 Month Trial Project
AVBC	Committee Papers for Standards and Appeals Committee
FNMH	Hall AGM 2022
DCC	Women aged 16-18 - Six Week Support Programme
AVBC	Committee Papers for Governance and Audit Board
DDC Radio Derby	Queen's Jubilee
DCC	Easter Weekend: Customers urged to plan ahead as maintenance works affect services
Resident	Handrail – Nightingale Close
DCC	14 April - News from Derbyshire County Council
PCC	PCC Road Safety Grant - Speed Indicator Devices (SIDs) grant
BBC Radio Derby	Make a Difference Awards
AVBC	Committee Papers for Planning Board
AVBC	Committee Papers for Licensing Board
DCC	19 April - Community News from Derbyshire County Council
DCC	Meeting of Derwent Valley Line CRP on Monday 16 May at 3pm - N.B. Change of Time
DCC	21 April - News from Derbyshire County Council
Resident	Planning Pre-Application Consultation
DCC	Response re no through road sign for Hillside

University of Nottingham	Florence Nightingale: two new open-access articles published
Lea Primary School	Commemorative coins to celebrate the Queen's Platinum Jubilee
Resident	Road Closures around Holloway & Lea
DCC	Street Lighting and Bunting for Queen's Platinum Jubilee Celebration
Derbyshire Constabulary	Safer Neighbourhood Newsletter
DCC	May's health and wellbeing social media round up
DCC	Mobile Library Routes
RAD	Ukrainian Refugees in your community - the role of village halls?

32. Articles for the parish magazine, parish council website, Facebook or village website

33. Agenda items for the next meeting on Wednesday 1 June 2022