

Dethick, Lea & Holloway Parish Council

Parish Clerk & Responsible Finance Officer

T Walker

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3 May 2023

Dear Councillors

You are summoned to attend the **Annual** Parish Council Meeting to be held on **Thursday, 11 May 2023 at 7.00pm** in the Florence Nightingale Memorial Hall, Yew Tree Hill, Holloway.

Yours sincerely

T Walker

Clerk to the Parish Council

AGENDA – 11 May 2023

1. Election of Chair for 2023/24

2. Election of Vice Chair for 2023/24

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. Consider Co-optee application for remaining Parish Councillor vacancy following uncontested election

7. 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.

8. To approve and sign the minutes of the meeting held on 5 April 2023

9. 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."

10. Chair's Announcements

11. Re-Adopt Standing Orders, Members' Code of Conduct and Financial Regulations

12. 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
- Vexatious and Malicious Communications Policy
- 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

13. Approve Asset Register as at 31 March 2023

14. Review and approve Parish Council Risk Assessment document

15. To note report from internal auditor for 2022/23 accounts

16. To approve and sign the Bank Reconciliation Report to 31 March 2023

17. To note the Financial Summary Report to 31 March 2023

18. To approve and sign Annual Return Section 1 – Annual Governance Statement for 2022/23

19. To approve and sign Annual Return Section 2 – Accounting Statements for 2022/23

20. To approve Internal Auditor for 2023/24

21. Review membership of Working Groups and outside bodies

22. Update – Leashaw landslip and signage for businesses

23. Update - Lea Bridge parking issue and consider proposals from DCC to introduce 'No Waiting at Any Time' restrictions

24. Consider further correspondence from DCC regarding bus route 140 and the Demand Responsive Transport (DRT)
25. Consider quotation for replacement interpretation panel for Lea Recreation Ground
26. Planning issues raised with Cllr Harper and the Head of Planning at AVBC
27. Amber Valley Local Plan – Cllr Ward
28. Consider projects to improve the Parish
29. Consider email about 20s Plenty for Derbyshire update and next steps
30. Consider signage for cemetery to address the problem of discarded waste – Cllr Stevenson
31. To consider grass cutting of Holloway village green – Cllr Stevenson
32. Availability of hospital transport – Cllr Wright
33. Consider the issue of littering adjacent to the John Smedley factory raised by resident
34. Consider free CPR and Defibrillator Awareness Session offered on behalf of East Midlands Ambulance Service
35. Community Speed Watch - Speeding over 20mph outside Lea Primary School – Cllr Dennis
36. Consider overtime payment to clerk for additional hours worked
37. Planning Matters – Planning applications for consideration

23/00451/FUL	John Smedley Ltd Boiler House Lea Mills Lea Road Lea Bridge Erection of single storey pumphouse in association with new fire sprinkler system, the installation of a water storage tank and related works including the relevant demolition of a toilet block building in a conservation area
AVA/2023/0304	4 Hollins Wood Close Lea Bridge Matlock Timber cladding to the front and side elevations, new front windows and open timber porch / canopy (may affect the setting of the Conservation area)

38. Planning Applications for information only (Deadline passed or withdrawn)

TRE/2023/0246	Yew Tree Cottage Yew Tree Hill Holloway Derbyshire DE4 5AR Fell Cypress Leylandii
AVA/2023/0251	Rock House Sledgegate Lane Lea Derbyshire DE4 5GL Revised proposals to approved application AVA/2017/1283 for the construction of off-road parking, landscaping, fencing and walling; Change of use of land to form part of the domestic garden, the retention of an external staircase and the provision of a public right of way. (May affect the setting and character of the conservation area)

AVA/2023/0270	Field Off High Lane Lea Derbyshire Permanent change of use of field for the use of flying model aircrafts
AVA/2022/0820 Withdrawn Application	Rock House Sledgegate Lane Lea Matlock Variation of conditions 2, 9 and 10 of AVA/2017/1283 for the retention of front garden and parking area as now built

39. Financial Matters

(a) Expenditure – To approve the following payments

Chq No. / Bacs	Payee & Details		Total
Bacs	Clerk April wages including use of home as office Mileage: 147 miles @ £0.45 22/3/23 Home/Holloway/Home (23 miles) 31/3/23 Home/Holloway/Home (23 miles) 5/4/23 Home/Holloway/Home (23 miles) 15/4/23 Home/Matlock/Home (39 miles) 18/4/23 Home/Matlock/Home (39 miles) Vonage - Parish phone line Line rental & Broadband contribution	£700.23 £66.15 £13.25 £11.00	£790.63
Bacs	Clerk - Replacement laptop £716.65 plus VAT		£859.98
Bacs	HMRC - Income Tax / NI (April)		£180.28
Bacs	Keptkleen Ltd – Toilet cleaning Invoice No. 2186 (April)		£134.40
Bacs	Nibra Signs – Sign for public toilets		£27.60
Bacs	Zurich Municipal – Insurance renewal 2023/24		£679.05
Bacs	East Midlands Audit Services Ltd – Internal audit services 2022/23		£150.00
Bacs	MB Plumbing & Heating Engineers Ltd – blocked toilets at Church Street, Holloway		£54.00
Bacs	S Walker – overpayment of cemetery fees (GM132)		£500.00
Bacs	J Dennis – Reimbursement for Dictaphone for Speedwatch		£33.99
DD	British Gas – Electricity for toilets (13/4/23)		£46.26

Void / cancelled cheques: None.

To note that due to a banking error, a payment of £3844.24 was received on 21/4/23. This money was returned to the payee on 24/4/23.

(b) Income

Ref No.	From / Details	Amount
Bacs (13/4/23)	J Else – Annual rent for Lea Moor	£50.00
Bacs (24/4/23)	AVBC – Precept payment 1 of 2	£13,751.00

Void / cancelled paying in slips: None

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

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

Details
DALC day - How can we help you?
DALC April Newsletter
DALC Newsletter - May

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

From	Details
AVBC	Jug & Glass Inn at Lea and associated land and buildings - Confirmation that these be included in the list of assets of community value maintained by the Council
DCC	Community News from Derbyshire County Council, 4 April 2023
AVBC	Bus Shelter Church Street Holloway near junction with Main Road
DCC	Temporary Road Closure Church Street, Holloway 02/05/2023 to 12/05/2023
Resident	Lea Bridge - Traffic Issues
DBCP	34172584 Unstable wall - Church Street, Holloway (opp. Cemetery)
DCC	News from Derbyshire County Council, 6 April 2023
AVBC	Committee Papers for Licensing Board
DCC	Derbyshire Electric Vehicle Charging Survey
AVBC	TPO 481/23 - Sycamore trees in land to north of Lea Hall
EMAS	Free CPR and Defibrillator Awareness Session
AVBC	Committee Papers for Planning Board
AVBC	Response to Planning Application Comments - AVA/2022/1044
Severn Trent	Severn Trent - Business Loss of Profits Claims Pack
Local business	Leashaw road closure
John Smedley Ltd	Parking issue
DCC	Bus route 140
DCC	Replacement bus shelters
DCC	Derwent Valley Line CRP Partnership meeting on Monday 15 May
AVBC	Bus Shelter Church Street Holloway near junction with Main Road
DCC	Dangerous Parking - Lea Road, Lea Bridge
AVBC	Committee Papers for Governance and Audit Board
Pictorial	Quote - Replacement Interpretation Panel - Lea Recreation Ground
DCC	News from Derbyshire County Council, 21 April 2023
DCC	Derwent Valley Line Update
DCC	Parking - Lea Road, Lea Bridge
Gigaclear	Major Infrastructure Upgrade - Cromford & Holloway
AVBC	Notice of Uncontested Election - May 2023
DCC	News from Derbyshire County Council, 28 April 2023
SNT	May Newsletter
DCC	Community News from Derbyshire County Council, 25 April 2023
Resident	Littering - John Smedley factory
The Planning Inspectorate	ROW/3301051 - (Footpath from Mill Lane to Public Footpath No43 - Parish of Dethick, Lea & Holloway) DMMO 2018

DCC	Leashaw landslip update issue 6
Resident	Road Gully Leashaw
DCC	Train Service Changes & Bus Replacement Info - May to June

42. Articles for the parish magazine and parish council website

43. Agenda items for the next meeting on Wednesday 7 June 2023