

Dethick, Lea & Holloway Parish Council

Parish Clerk & Responsible Finance Officer

T Walker

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1 May 2025

Dear Councillors

You are summoned to attend the Annual Parish Council Meeting to be held on **Wednesday 7 May 2025 at 7pm** in the Florence Nightingale Memorial Hall, Yew Tree Hill, Holloway.

Yours sincerely

T Walker

Clerk to the Parish Council

AGENDA – 7 May 2025

1. Election of Chair for 2025/26

2. Election of Vice Chair for 2025/26

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 2 April 2025

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
- 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

12. Approve Asset Register as at 31 March 2025

13. Review and approve Parish Council Risk Assessment document

14. To note report from the internal auditor for 2024/25 accounts

15. To approve and sign the Bank Reconciliation Report to 31 March 2025

16. To note the Financial Summary Report to 31 March 2025

17. To approve and sign Annual Return Section 1 – Annual Governance Statement for 2024/25

18. To approve and sign Annual Return Section 2 – Accounting Statements for 2024/25

19. To appoint Internal Auditor for 2025/26

20. Review membership of Working Groups and outside bodies

21. Consider whether to participate in the Public Rights of Way Minor Maintenance Scheme 2025-26

22. Update on Leashaw landslip and consider any follow up actions

23. Consider further damage to the kerb edgings around the village green on Church Street, Holloway and agree any follow up actions

24. To review Cemetery Regulations, fees and mowing regime – Cllr Stevenson
25. Consider condition of the grass matting under the swings at Lea Recreation Ground
26. To consider a request for goal posts at Lea Recreation Ground
27. Consider refurbishment of cemetery gates – Cllr Crossley
28. Update - Christmas decorations and solar powered lights
29. Update – Condition of Public Toilets on Church Street, Holloway and list of maintenance items sent to AVBC
30. Planning Matters – Planning applications for consideration
31. Planning Applications for information only (Deadline passed or withdrawn)
32. Financial Matters

(a) Expenditure – To approve the following payments

Ref.	Payee & Details		Total
Bacs	Clerk April wages to include, use of home as office, mileage, line rental/broadband contribution and reimbursement of parish phone line and VE Day 80 Lamp Post Signs.		£965.20
Bacs	HMRC - Income Tax / NI		£302.83
Bacs	Fox Grounds Maintenance – Grass cutting Cut 1 (20/3/25) at cemetery (Inv 11967)		£494.21
Bacs	East Midlands Audit Services Ltd – Internal audit services 2024/25		£171.00
Bacs	ICCM – Annual membership fee		£105.00
Bacs	DALC – Councillor Essentials Training (DY) – inv no. SI-4653		£55.00
Bacs	UK Timber Ltd – 10 bollards		£593.87
Bacs	Zurich Municipal – Insurance renewal 2025/26		£695.55
DD	British Gas – Electricity for toilets (10/4/25)		£48.15
DD	Waterplus – Inv 08936309		£31.05
DD	Unity Trust Bank – monthly service charge (Apr)		£6.00

Void / cancelled cheques: None.

(b) Income

Ref.	From / Details	Amount
14/4/25 (Bacs)	Mr & Mrs Else – Annual rent for land	£50.00
28/4/25 (Bacs)	AVBC – Precept payment 1 of 2	£15,490.00

Void / cancelled paying in slips: None

(c) To note Bank Reconciliation & Financial Summary Report

33. To consider Derbyshire Association of Local Council's Correspondence

Details
DALC News and Updates
Reminder: DLAC Forum this Wednesday 16th April
Apology for Access Issues with 2025 DALC Survey of Members
April Newsletter Hello, Spring!
May Forum Breakthrough Communications: Managing Difficult People – 21st May

34. To consider items of correspondence

From	Details
DCC	News from Derbyshire County Council - 28 March 2025
DCC	Community News from Derbyshire County Council 31 March 2025
AVBC	Committee Papers for Standards and Appeals Committee
Cllr Cupit	Leashaw monthly update - April 2025
DCC	Bird registration
DCC	DCC Council Plan 2025-29
AVBC	Committee Papers for Licensing Panel
DCC	Community News from Derbyshire County Council 7 April 2025
AVBC	The Heritage Revival Fund - Grant Open
DCC	Temporary Road Closure: A615 Nottingham Road / Matlock Green, Tansley to Matlock - 29 June / 3 August 2025 - Carriageway surface dressing
AVBC	Committee Papers for Governance and Audit Committee
DCC	News from Derbyshire County Council 11 April 2025
DCC	Community News from Derbyshire County Council 14 April 2025
DCC	Prevent Posters for general use
DCC	Derbyshire Anti-Social Behaviour Hub feedback
ST Water	Severn Trent Works
RBLI	Fly the flag for VE day 80 - 25% Off
DCC	News from Derbyshire County Council 17 April 2025
Lea Primary School	Consultations for Lea Tansley and Wessington Primary Schools
DCC	Community News from Derbyshire County Council 22 April 2025
RAD	Radzine Issue 2
DCC	Community News from Derbyshire County Council 28 April 2025
DVLCR	Derwent Valley Line AGM Partnership and Management meeting
AVBC	Committee Papers for Licensing Committee
ICCM	Charity Walk - Newsletter
DCC	News from Derbyshire County Council 1 May 2025
DCC	Public Rights of Way Minor Maintenance Agreement 2025-26
Belper SNT	Damage to village green, Church Street, Holloway, Derbyshire
Zurich	Zurich Town and Parish insurance policy is due for renewal

35. Articles for the parish magazine and parish council website

36. Agenda items for the next meeting on Wednesday 4 June 2025