

CHURCH BROUGHTON PARISH COUNCIL
ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY 12TH MAY 2016

Those present:

Councillor Henderson-Vice Chairman

Councillor Spalton

Councillor Redfern

Councillor Tylee

In attendance:

Helena Steeples-Clerk

14.0 APOLOGIES

Apologies were received and accepted from Councillor Wallis, DCC Councillor Patten, SDDC Councillor Billings and SDDC Councillor Plenderleith.

15.0 ELECTION OF CHAIRMAN

It was proposed by Councillor Spalton and seconded by Councillor Tylee to elect Councillor Henderson as Chair.

16.0 ELECTION OF VICE CHAIR

It was proposed by Councillor Henderson and seconded by Councillor Tylee to elect Councillor Spalton as Vice Chair.

17.0 ELECTION OF COUNCILLORS TO COMMITTEES

The following Councillors were elected as follows:

Roads/Flooding	Councillor Wallis
Footpaths/Minor Maintenance	Councillor Redfern
New Playing Field	Councillor Spalton

18.0 SIGN DECLARATION OF ACCEPTANCE OF OFFICE FORMS

All Councillors completed the above forms. Clerk to ensure Councillors Wallis to complete forms at the next meeting. ACTION: CLERK

19.0 COMPLETE REGISTER OF MEMBERS INTERESTS FORMS

All Councillors completed the Register of Members Interests Forms. Clerk to ensure Councillors Wallis to complete at the next meeting, ACTION: CLERK

20.0 PUBLIC PARTICIPATION

None.

21.0 OUTSIDE BODIES PARTICIPATION

None.

22.0 DECLARATION OF BUSINESS INTERESTS

None declared.

23.0 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 7th April 2016 were accepted as a true and accurate record. Proposed by Councillor Tylee and seconded by Councillor Spalton.

24.0 MATTERS ARISING

24.1 RISK MANAGEMENT

No additional items to add at the present time.

24.2 QUEENS 90TH BIRTHDAY

See item 27.07.

24.3 COMMUNITY PARISH PLAN

Councillor Tylee advised that the consultation period had ceased and the results were being compiled. There had been 180 adult and 54 children responses received. The next meeting will be held on Monday 30th May 2016 and a Parish meeting will be held on 14th July 2016 in school to inform parishioners of the results.

24.4 PENSION

Councillor Henderson advised that he has met with Mrs Prince to discuss the Parish Council's obligations under "The Pension Regulator" and the law on workplace pensions. Under the Pensions Act 2008 every employer must automatically enrol staff who meet certain criteria into a workplace pension scheme and contribute towards it. On 1st August 2016, the Parish Council's staging date, we need to review the gross weekly earnings and if these are £112 and below the person has a right to join a pension scheme but the person must contribute towards it. The Parish Council must write to staff individually to tell them that they have not been put into a pension scheme, but that they can ask to join one if they want to. A template letter is available from The Pensions Regulator is available to use. Clerk to issue letters after the July meeting. ACTION: CLERK

25.0 CORRESPONDENCE

25.1 RESIGNATION OF COUNCILLOR PRINCE

Councillor Prince formally tendered his resignation after the meeting held in April. Councillor Prince had served on the Parish Council for 25 years of which he had been Chair of 20 years.

25.2 PARISH COUNCIL VACANCY

SDDC were informed of the resignation of Councillor Prince and they duly issued a notice of vacancy. No one applied for the position therefore the Parish Council may co-opt to fill the vacancy as soon as possible. Councillors discussed the vacancy and an interest shown by Mr Danny Redfern to become a Parish Councillor. It was agreed by all present to ask Mr Redfern to the next meeting.

25.3 CIVIC COUNCIL MEETING

A representative is invited to attend the above event on 26th May 2016 at the Town Hall, The Delph, Swadlincote at 6pm to witness the inauguration of the new Chairman of SDDC for 2016/17. Unfortunately no one was available to attend.

25.4 SOUTH DERBYSHIRE CYCLING ACTION PLAN & AVIVA WOMENS TOUR OF BRITAIN MEETING HELD ON 27/4/16

No one was able to attend the meeting and Parish Councillors were hoping for an update from SDDC Councillors. ACTION: SDDC COUNCILLORS

25.5 DERBYSHIRE AND DERBY MINERALS LOCAL PLAN

The consultation process has begun and comments are being considered. Further documents have been issued and further comments maybe submitted by 12th June. The documents are available on www.tiny.cc/MinsPlan

25.6 PROPOSAL FOR MODEL VILLAGE

Darley Dale Town Council had written to Derbyshire Dales District Council suggesting that a model village is built on land on the outskirts of Church Broughton. Councillor Billings has advised that upon SDDC hearing this proposition they investigated and confirmed the land is in South Derbyshire. Darley Dale may propose such a development form part of Derbyshire Dales DC Local Plan but they do not have the power to include it given the land is in South Derbyshire. Councillor Billings has spoken with SDDC Leader Bob Wheeler who is aware of the proposal following a discussion with the Darley Dale leader and both agreed that this development could not go ahead as it would have had to been included in the SDDC local plan Part 1, which has now completed its consultation phase and is expected to be authorised by the Government shortly.

25.7 DALC CIRCULARS

Copies of the circulars have been emailed to Councillors and are also included in the circulation envelope.

The meeting adjourned for the Annual Parish Meeting to take place and then resumed at 8.20pm.

Mr Danny Redfern had attended the Annual Parish meeting. Councillors asked Mr Redfern would he be willing to be co-opted onto the Parish Council and he was agreeable. Therefore it was proposed by Councillor Redfern and seconded by Councillor Spalton to co-opt Mr Danny Redfern onto the Parish Council. Clerk to advise SDDC. ACTION: CLERK

26.0 PLANNING APPLICATIONS

26.1 REG NO 9/2016/0328 THE ERECTION OF AN EXTENSION AT 6 AUDEN CLOSE, CHURCH BROUGHTON, DERBY

No objections.

26.2 REG NO 9/2015/0943 – THE CREATION OF 3 ADDITIONAL PITCHES AND THE ERECTION OF AN AMENITY BUILDING AT BROUGHTON CARAVAN PARK, SUTTON ROAD, CHURCH BROUGHTON, DERBY

The above planning application was considered by the SDDC Planning Committee on 10th May 2016. Unfortunately no one from the Parish Council was able to attend but residents from Mount Pleasant were able to speak. No official response has yet been received from SDDC but the Parish Council understand that the planning application has been granted. SDDC need to find 14 more traveller plots and this application helps them towards filling their quota.

27.0 FINANCE

27.01 FINANCE REPORT

A finance report was not available but the Clerk confirmed that £3500, the first part of the precept, had been received.

27.02 CLERKS SALARY £177.18 LESS TAX = £141.78

It was proposed by Councillor Spalton and seconded by Councillor Redfern to pay the clerk's salary. Cheque serial number 000929 issued.

27.03 A FOWLER LENGTHSMAN £42.40

It was proposed by Councillor Redfern and seconded by Councillor Spalton to pay Mr Fowler. Cheque number 000930 issued.

27.04 D WALLIS LENGTHSMAN £53.60

It was proposed by Councillor Redfern and seconded by Councillor Spalton to pay Mr Wallis. Cheque number 000931 issued.

27.05 CAME & CO ANNUAL INSURANCE £321.59

It was proposed by Councillor Spalton and seconded by Councillor Redfern to pay the annual insurance. Cheque serial number 000932 issued.

27.06 B WOOD INTERNAL AUDITOR £53.70

Clerk advised that the fee was slightly less than last year as Mr Wood had been able to conduct our auditor on the same day as another Parish Council in our area. It was proposed by Councillor Redfern and seconded by Councillor Spalton to pay the internal auditor's fee. Cheque serial number 000933 issued.

27.07 QUEENS 90TH BIRTHDAY – DONATION TO VH&PFC COMMITTEE FOR VILLAGE CELEBRATION

It was proposed by Councillor Redfern and seconded by Councillor Spalton to donate £100 towards the village celebrations. This is to be paid under section 137 benefit to the community.

27.08 ADOPTION OF ANNUAL GOVERNANCE STATEMENT 2015/16

Copies of the Annual Governance Statement 2015/16 which are part of the Annual Audit were circulated and approved by all present.

27.09 ADOPTION OF THE ANNUAL RETURN

The Annual Return has been completed and signed off by the Internal Auditor Mr Brian Wood, for submission to the External Auditor. The Internal Audit Report received following the Internal Audit drew attention to the Council's balances which are high in relation to the Annual Precept. It was agreed by Councillors that the balances remain high to accommodate any legal and other expenses related to the travellers in the parish. Also the funds in savings were from the sale of land in previous years and would require a Parish Meeting and authorisation from parishioners for these funds to be used.

Councillors approved the Annual Return and these were duly signed by Councillor Henderson.

Clerk to send Annual Return to Grant Thornton UK LLP by 10th June 2016.

ACTION: CLERK

27.10 AMENDMENT & ADOPTION TO FINANCIAL REGULATIONS

Parish Councillors had each received an updated copy of the Financial Regulations as per the change of the Public Contracts Regulations 2015. Councillors all approved the amended Financial Regulations.

27.11 GUIDANCE ON APPLICATIONS FOR TRANSPARENCY FUND 2016/17

Parish Councils are able to apply for financial grants to enable them to comply with the Transparency Fund Regulations which state parish Council's are required to publish (on a website which is publicly accessible free of charge) the following documents: All items over £100; end of year accounts; Annual Governance Statement; Internal Audit Report; List of Councillor responsibilities; details of public land and building assets; and minutes & agendas. All agreed that at present there is no need to apply for funding but asked the Clerk to keep the information on file.

ACTION: CLERK

27.12 WINE & ROSES REQUEST FOR DONATION

A letter had been received requesting a donation to help with the re-stocking of the village tubs. Councillors discussed the request and agreed to donate £50 at the next meeting. ACTION: CLERK TO PLACE ITEM ON JUNE AGENDA

27.13 BANK MANDATE

Clerk reminded Councillors that they will need to complete a new bank mandate.

ACTION: COUNCILLOR HENDERSON TO CONTACT BANK

28.0 REPORTS

28.01 ROADS

No report from Councillor Wallis.

28.02 FOOTPATHS/MINOR MAINTENANCE

Councillor Redfern has obtained prices for grit bins and will bring to the next meeting to enable Councillors to decide how many extra bins they wish to purchase for the village. The grit bin near the golf club has become damaged and we need clarification from Councillor Patten if Highways will replace as they installed. ACTION: COUNCILLOR PATTEN

A notice has been served on a landowner for a defective gate on Public Footpath 3 off Bent Lane.

Councillor Redfern will enquire if Ms Woodhall would like to continue with the Minor Maintenance on Dark Lane & Littlefield Lane for a further 3 years and ask her for a quote. ACTION: COUNCILLOR REDFERN

28.03 NEW PLAYING FIELD

No items to report.

29.0 ITEMS FOR THE CALENDAR

None.

30.0 CHAIRMAN'S NOTICES

Councillors were reminded that a farewell meal is being held for Mr Prince on Saturday 28th May 2016.

31.0 DATE OF NEXT MEETING

To be held on Thursday 9th June 2016.