

MINUTES of the meeting of the GRASSMOOR, HASLAND AND WINSICK PARISH COUNCIL held on 12 December 2007 at the Grassmoor Community Centre.

PRESENT

Councillor Mrs P J Hemsley (in the Chair)

Councillors I F Barlow, Mrs J Bedford, A H Booker, Mrs E Greenall, K Hemsley and Ms J A Hill.

PUBLIC PARTICIPATION

There were no matters considered under public participation.

POLICE/PARISH LIAISON

PCSO James Land attended the meeting to update the Parish Council on crimes committed in the Parish since the last meeting. There had been a total of 29 crimes reported including 2 of criminal damage, 14 damage to vehicles, 1 theft, 2 arson, 2 burglaries, 2 public order and 2 of harassment. 9 of the offences remained undetected.

The St John Ambulance building on Chapman Lane had been destroyed by an arson attack and the incident had been passed on to CID owing to the possible links to other recent incidents of arson in the village. There continued to be problems with eggs being thrown at premises particularly Singhs shop and the Working Men's Club.

The Parish Council wished to thank James for his good work in policing Grassmoor.

641. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Mrs A Browne, D Chapman, Mrs E A Hill and B Garbutt.

642. DECLARATION OF MEMBERS INTERESTS

Councillors I F Barlow, Mrs J Bedford, A H Booker and Mrs P J Hemsley declared a personal interest in the item relating to Grassmoor Community Centre (Minute no. 647 refers) and also the item relating to the Parish Council budget for 2008/2009 (Minute no. 660 refers).

643. MINUTES RESOLVED that the Minutes of the meeting of the Parish Council held on 14 November 2007 be confirmed as a correct record and signed by the Chairman.

644. INTERNAL AUDIT SUB-COMMITTEE - MINUTES RESOLVED that the Minutes of the meeting of the Internal Audit Sub-Committee held on 26 November 2007 be received.

645. ITEMS IN EXCLUSION

There were no items to be taken in exclusion.

646. CHAIRMAN'S ANNOUNCEMENTS

The Vice-Chairman reported that Betty Hill was making a good recovery following her recent heart attack. A bouquet of flowers had already been sent to Betty wishing her a full and speedy recovery.

647. GRASSMOOR COMMUNITY CENTRE

The Clerk reported that Peter Hague had resigned from his position as Centre Manager. The Management Committee had not had the opportunity to consider the situation but the matter would be considered at the meeting to be held on 17 December.

RESOLVED that the report be noted.

648. BARNES PARK

There were no matters relating to Barnes Park to report.

RESOLVED that the report be noted.

649. CCTV

The Clerk reported that Advance were due to start work on repairing the CCTV system in the near future, including the works to relocate some of the cameras following the review undertaken in consultation with the Derbyshire Chamber.

The letter referred to at the last meeting regarding linking the CCTV system to the Police systems was a general letter sent to all Parish Council regardless of whether they had an existing system in place. The likelihood was that the Parish Council would benefit from many of the proposed ideas in any case when it linked up to the system at Holmewood. It was agreed that no further action be taken at this stage.

The Clerk had received the monitoring return from the County Council in respect of the grant to assist with the installation of the system. The County Council had agreed to postpone the final monitoring report as a result of the problems which had been encountered with the cameras in recent months.

RESOLVED that the report be noted.

650. MILL LANE ALLOTMENTS

The Clerk reported that following consultation with the Secretary of the Allotment Association, letters had been issued directly to four Association members.

RESOLVED that the report be noted.

651. GILL LANE ALLOTMENTS

The Clerk reported that the residents of Gill Lane had confirmed that they had no intention of preventing the Parish Council from accessing the allotments via the gate on Mill Lane. In terms of legal access to the site, the Clerk could find nothing in the deeds to indicate that the Parish Council did not have a legal right of access to the land from Gill Lane. The allotments had however, been accessed from Gill Lane for many years and at one point the Gill Lane access was the only point of access to the land. It was considered therefore that the Parish Council had an established right of access to the land. It was agreed that the Clerk write to the residents of Gill Lane stating the Parish Council's position in this matter.

RESOLVED that the Clerk write to the residents of Gill Lane to confirm the Parish Council's position that it had an established right of access to the allotment land.

652. GRASSMOOR LAGOONS

There was nothing to report in respect of the Grassmoor Lagoons.

RESOLVED that the report be noted.

653. POLICE OFFICE

The Clerk reported that the Police had agreed to use the IT suite at the Community Centre as the Police Office at a rent of £500 per year. A revised draft agreement was being drawn up by the County Council. Councillors K Hemsley and the Clerk were authorised to sign the agreement on behalf of the Parish Council.

RESOLVED that (a) the use of the IT suite as the Police office be agreed at an annual rent of £500; and

(b) Councillor K Hemsley and the Clerk be authorised to sign the agreement on behalf of the Parish Council

654. PARISH PLAN

The Clerk reported that Lorna Thomas and Jonathan Reeve had agreed to join the Parish Plan Steering Group. Julie Stott had been invited to join the Group but a response had not yet been received.

RESOLVED that the report be noted.

655. COMMUNITY RESPONSE PLAN

The Clerk reported that the County Council were encouraging all Parish Councils to adopt a Community Response Plan to provide local communities with a framework that can be used to hold information in the event of a local emergency. A Plan was not intended to replace the response by the emergency services and the County Council and the District Council would remain as the primary emergency response authorities.

It was agreed that the Clerk prepare a draft Community Response Plan based on the model draft.

RESOLVED that the Clerk prepare a draft Community Response Plan based on the model draft.

656. APPLICATIONS FOR THE HIRE OF CRICKET PITCHES

The Clerk reported on the applications to use the Barnes Park cricket pitches during 2008 by Grassmoor Cricket Club.

RESOLVED that the application by Grassmoor Cricket Club to use the Barnes Park cricket pitch be approved.

657. CLERK/RESPONSIBLE FINANCIAL OFFICER/STREETCLEANER – PAY AWARD

The Clerk reported that the national local government pay award for 2007/8 covering the Clerks and the RFOs salary had been agreed at 2.475% backdated to 1 April 2007. At present the Streetcleaner was not employed on a formal local government salary scale and was therefore not automatically covered by the national pay award. It was agreed however, that the Streetcleaner should receive the same percentage increase as the other Parish Council employees in line with the annual national pay award.

It was also reported that the Clerk had not received the incremental point pay increases for 2006 and 2007 as set out in the revised conditions of service adopted with effect from 1 April 2005.

RESOLVED that (a) the payment of the 2007/8 national pay award of 2.457% to the Clerk, RFO and Streetcleaner be approved;

(b) the award be backdated to 1 April 2007; and

(c) the incremental pay awards for 2006 and 2007 be paid to the Clerk in line with the current conditions of service for Parish Clerks.

658. INTERNAL AUDITORS REPORT

The Clerk reported that the Internal Audit Sub-Committee had met to consider the report of the Parish Council's Internal Auditor. Overall, the Internal Auditor was happy with the way in which the Parish Council maintained its accounts and conducted its financial affairs. The Internal Auditor had however, requested that the Parish Council give consideration to the following matters:-

- **Reimbursement of Expenses**

There were concerns over the reimbursement of expenses to non-council employees. The particular concern related to one payment made in respect of the "No Campaign". The receipt relating to this payment was not dated. The Sub-Committee had agreed that in future all such payments to non-employees should be agreed by the Parish Council in advance. If the payment was urgent and where Parish Council approval

cannot be obtained, the approval of the Clerk or RFO should be obtained. The Clerk/RFO should report the detail of the expenditure to the next meeting of the full Council and the details formally recorded in the Minutes. The invoice/receipt should be received within 28 days of the expenditure and must be dated.

- **Delivery of Community Newsletter**

The Internal Auditor noted that the delivery of the Community Newsletter was being undertaken by people not employed by the Parish Council giving rise to concerns over potential claims against the Council should an accident occur. The Sub-Committee had agreed that those delivering the Newsletter be identified and designated as volunteers and the Parish Council's insurers be advised of the arrangements.

- **Budget Management**

The Internal Auditor had expressed concern over the Parish Council's budget management arrangements. The Parish Council currently held reserves as unallocated which it used to cover any unforeseen expenditure arising during the year. The Sub-Committee had agreed that reserves should be allocated against budget headings and any variations to the agreed expenditure should be reported to the Parish Council and the appropriate virements between budget headings should be approved. It was also agreed that a 3 year budget be produced to assist with financial planning.

RESOLVED that (a) the report be noted; and

(b) the actions proposed by the Internal Audit Sub-Committee to respond to the Auditor be approved.

659. PLANNING MATTERS

The Clerk reported on the following planning matters received since the last meeting;

Application No.	Description	Comments/objections/Material considerations
07/01035/FL St Pauls, Churchside Rev M Ainscough	Installation of black window guards	The District Council had granted permission for this application.
07/001101/FL 21 Birkin Lane Mr and Mrs Fuller	3 detached dwellings plus new access	The District Council had refused permission for this application.

07/01388/FL The Croft, Mile Hill Mrs L Booth	Conversion, extension and alteration to garage to form living accommodation	No objections were raised in respect of this application.
07/01433/FL 183A North Wingfield Road Mr A Beastall	Change of use from office to residential accommodation	No objections were raised in respect of this application.
07/01111/FL 27 Mill Lane Mr and Mrs Munt	Two storey side extension	No objections were raised in respect of this application.

RESOLVED that the report be noted.

660. PARISH COUNCIL BUDGET 2008/2009

RESOLVED that consideration of this item be deferred to a meeting of the Parish Council to be held on 17 December 2007.

661. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) - CIRCULARS

The Clerk presented for the Parish Council's information DALC Circulars 28/07, 29/07, 30/07 and 31/07.

RESOLVED that the report be noted.

662. ACCOUNTS FOR PAYMENT

The Clerk presented the accounts due for payment and it was agreed that cheques be signed as detailed below.

RESOLVED that approval be given for the payment of the following accounts:-

<u>CHQ NO.</u>	<u>PAYEE</u>	<u>AMOUNT</u>
SO	R Ackrill (Salary – Dec)	£ 560.62
SO	M Dovinson (Salary - Dec)	£ 450.23
DD	Powergen (Pavilion Supply – Dec)	£ 72.00

DD	Carphone Warehouse (Mobile - Nov)	£	3.28
2218	P White (Gate – Gill Lane Allotments)	£	440.00
2219	Derbyshire County Council (Newsletter)	£	274.95
2220	G. Huckerby (Wages - Nov)	£	348.76
2221	HM Customs and Excise (Tax & NI)	£	1193.26
2222	Grassmoor Community Centre (Centre Manager)	£	2,122.64
2223	I Walton (TV Licence Scheme)	£	483.75
2224	Bakewell Band (Christmas Concert)	£	200.00

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Chairman