

HEATH & HOLMEWOOD PARISH COUNCIL

MINUTES OF THE FULL PARISH COUNCIL MEETING HELD IN ST ALBAN'S CENTRE ON WEDNESDAY THE 13th APRIL 2011 AT 7.00 PM.

641-13/04/11 In attendance:

Cllrs Stone, (Chair), Bettney, Bond, Cornwell Ball, Hall, Slater, Smith and Hardy, Acting Clerk and RFO Jo Taylor.

Agenda

641-13/04/11 Chair's Opening Remarks

The Chair welcomed all to the meeting and informed the council that Jo Taylor, the new RFO was acting up as clerk in the interim until a new clerk was appointed. Chair would like to encourage Councillors, and for Councillors to encourage Parishoners to attend the Holmewood Tenants Association monthly meeting.

641-13/04/11 Apologies for Absence

Apologies had been received from Cllrs Williams, Sockett.
Resolved: To note.

642-13/04/11 Public Forum

No members of the public attended.
Mr Stuart Chambers from Holmewood Tenants Association didn't attend.

643-13/04/11 Declarations of Interests

Cllr Stone declared an interest in Planning.
Cllr Smith declared an interest in quotation for showers.
Resolved: To note.

644-13/04/11 Police Report and District/County Council Report.

County

Cllr Chapman was not present.
Cllr Hardy raised the issue about the broken wooden fencing on the old Railway bridge. The Clerk informed the County Council about these issues but they are unable to find the area in question.
Resolved: Clerk to contact again and give Cllr Hardy's contact details .

District

Elections are in May and campaigning is in progress. Council meetings are kept to a minimum at this time

Police

The police had sent their apologies, but no crime figures or reports were received.
Resolved: Clerk to contact for information.

645-09/02/11 Pavilion Flood Damage – Report from the Clerk on progress of repairs and insurance claim

The Clerk advised that all repairs were complete. The insurance company had settled the claim and a cheque had been received for £18,232.14

646-13/04/11 To accept the Minutes of the March Meetings

The minutes of the full Council meeting held in March, and the minutes of the Human Resources Executive Committee held in March were accepted as a true record.

Resolved: Proposed: Cllr Bond, seconded: Cllr Smith, that the minutes of the full Council meeting held in March be accepted as a true record, all voted in favour.

Proposed: Cllr Cornwell Ball, seconded: Cllr Bond that the minutes of the Human Resources Executive Committee meeting held in March be accepted as a true record, all voted in favour.

647-13/04/11 Report from the Clerk including action taken from previous meetings and correspondence received

Action Points:

1. Cllr Hardy – Signed code of conduct and register of interests- received by the Clerk.

Resolved: To note.

2. Website Provider – As per last meeting Parish Council website is now Plan L which was decided the best value.

3. Seats from Broxap – An email was sent asking for reduction on price, no further correspondence has been received.

Resolved:- Clerk to contact Broxap to chase best price.

4. Quotations for new showers – Two quotes were received for the refurbishment and replacement of the showers. Council decided it would be best value to replace rather than refurbish showers, therefore both quotes were compared. It was decided to go with the quote from Wellbro Developments Ltd.

Resolved:- Proposed: Cllr Hardy, seconded: Cllr Bettney. The Clerk to arrange work to be undertaken.

5. A letter was read out from Tom Hill, Let's Connect Community and Youth Worker requesting the Parish Council support two separate events being organized. Grants were requested of £250 for the trip to Skegness aimed at young people and their parents or grandparents, and £250 was requested as a contribution towards the Funday on Saturday 9th July.

Resolved:- Proposed: Cllr Cornwell-Ball, seconded: Cllr Stone. Clerk to write and notify Tom Hill of successful application.

6. Hanging Baskets – donations received from Mallatite, Falretec Alloys and Ruttle Plant Hire.

7. Cllr Cornwell Ball commented how lovely the island looked after being planted up.

Correspondence

1. DCC – Newsletter and date of next meeting 14 April 2011 6-8pm (Cllr K Bond to attend)

2. NEDDC – Cancellation of Ethical Standards Committee 21st April 2011

3. Aon – Insurance renewal due 1st June 2011. Councillors agreed to renew with Aon.

Resolved: Proposed: Cllr Bond, seconded Cllr Hall. Clerk to inform RFO for payment.

Late

1. Rykneld Homes – Email received from Jill Ward enquiring if we have a newsletter and if Rykneld could put information in there for residents. Clerk suggested that website could be used but on the basis that Council would have to approve items first. Councillors agreed this.

Resolved:- Cllr Stone, seconded Cllr Cornwell Ball. Clerk to notify Rykneld Homes.

2. Holmewood Cricket Club – A letter has been received requesting the annual contribution to the coaching and development of young players at the club. The request was for £350.

Resolved:- Cllr Cornwell Ball, seconded: Cllr Slater. Clerk to notify Holmewood Cricket Club.

: To note under employee matters

Items for Information

DALC –General Circulars

Joint Chief Executive Bolsover District and NE Derbyshire District Council – Introduction

Resolved:- DALC was explained to new Councillors and new Councillors enquired about the induction courses DALC run. Clerk to contact Glen Ingham for information.

DCC – Review of Public Transport Subsidies

Resolved: To note.

647-13/04/11 Accounts – Report from RFO.

The RFO discussed the accounts report for March and Year-end, advising that the cash balance at the end of March was £9,871, this doesn't include the cheque received for the insurance of £18,232.14. All previous years project balances have been accumulated into the year-end balance. Section 137 expenditure either committed or paid in the financial year is £4084.66 and therefore is overspent in the year by £898.34.

It was agreed that any balance over £10,000 would be made into a specific reserve for possible future developments.

The year-end accounts have been prepared and all items relating to the internal audit have been taken to John Marriott the internal auditor for inspection.

RFO requested that two additional signatories to go onto the bank mandate. Cllr Bond and Cllr Bettney agreed to be signatories. RFO also explained that the previous RFO would need his authorization removed and the current RFO's added. This to be actioned immediately by RFO.

Cllr Smith questioned an item of expenditure of £66 for a wheelbarrow and wanted to know why so expensive. The RFO will look into this when the accounts are collected back from the internal auditor.

Resolved: Proposed: Cllr Stone, seconded: Cllr Bond to accept the accounts for the twelve months ended 31st March 2011, and to accept the cash book payments for the end of March and the RFO to arrange for change to bank mandate., all voted in favour.

648-13/04/11 Planning

Application:

11/00108/FL Variation of conditions 12 and 13 of planning permission NED/1196/0722 to enable the installation of a storage tank and associated hardstanding and fencing on section of landscaped at Xtratherm Park Road, Holmewood for Mt Paul Stevenson

Resolved:- Councillors want to know what are the tanks going to hold? There is no information on the planning website. Clerk to contact planning department and enquire.

11/00221/FL Erection of an additional building to house bundle saw at Mallatite Ltd, Hardwick View Road, Holmewood for Mr Neil Clarke

11/00230/FL Proposed new tank farm with covered filling area and associated external paving and additional car parking at Caldic (UK) Ltd, Stainsby Close, Holmewood for Caldic (UK) Ltd.

11/00287/FL Change of use of land to form churchyard extension on land adjacent to existing churchyard (Conservation Area) at All Saints Church, Church Lane, Heath for Rev. A Love.

Resolved: To note, no objections.

Refused:

10/01173/FL Application to vary condition 6 attached to planning approval 878/864 to allow installation of a boundary fence consisting of removable bollards interlinked with chains (conservation area) at Astwith, Hardwick Court, Main Road, Heath for Mr D Munn.

649-13/04/11 Report from HR Executive Committee to full Council on the interviews for the new Clerk

The interviews for Clerk are to take place on Monday 18th April and Tuesday 19th April and there are 5 applicants. Cllr Stone thanked Jo Taylor for acting up as Clerk in the interim period until a new clerk is appointed. Jo Taylor informed the Council that this was possible due to Mike Buckle the previous RFO, being very helpful and accommodating and working through the year-end accounts and audit preparation leaving her to attend to clerking matters.

Resolved: To note.

650-13/04/11 Report from Risk Register Committee. Proposal to adopt documents produced

Cllr Sockett's resignation from the Risk Register Committee stands.

The Chair suggested a new RRC be appointed. The Risk Register Committee's responsibilities and task was explained to new Councillors. It was agreed that with Cllr Sockett's previous hard work 90% of the register was complete and need a small amount of work to accept it as a working document.

Cllr Bond, Cllr Hall, Cllr Slater and Cllr Smith all agreed to form the new RRC, with Cllr Bond as Chair.

Resolved: proposed: Cllr Stone, seconded: Cllr Hardy.

651-13/04/11 Proposed Development of former allotment land

A strong discussion was held, where every Councillor was able to give their opinion on the proposal made by Mr J Jenkin from Planning Design Practice in Derby who

attended the last Parish meeting.

There were opinions both for and against the proposal which were discussed at length.

Summarising;

- Investigations need to be made into outstanding Covenants on the land
- Councillors raised concerns over accessibility to the site and disturbance to surrounding residents.
- Some of the design was considered poor;
 1. too many pedestrian areas,
 2. not enough consideration given to residents wanting to park near homes,
 3. the overall site looked cramped.
 4. more allotment plots being available
- A Community Centre or building should be included in the planning.

Resolved: Clerk to send comments to Planning Design Practice.

652-13/04/11

Employee Matters

An exit interview was held with the Clerk. The HR committee wanted to know if there was anything more as an employer that the Council could have done to help the Clerk with her role.

The Clerk raised two points, one concerning the issue of obtaining quotes, and the time this takes. Obviously, larger spend requires several quotes but time spent on chasing up small items could cost the Council more in Clerks hours than saved. Second item, was the timeliness of reports and information. Email is the quickest way to distribute information but for Councillors without email paper copies are still necessary, but at a cost of posting individual items. It was suggested that maybe Councillors who are not on email collect their paperwork from the pavilion.

Cllr Bond commented that if the printer in the office was replaced with a multi purpose machine with scanner and fax as well as printing facilities this would make the distribution of information easier.

Resolved: Cllr Stone will get a quote for item.

Cllr Cornwell Ball fed back to the Council that the Clerk wished it to be known she had enjoyed her time at Heath & Holmewood Parish Council.