

PLEASLEY PARISH COUNCIL

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD ON 14 MAY 2018**

Present

Councillor J H Wright (Chair)

Councillors I Allen, Mrs P M Bowmer, D M Gamble, D Gelsthorpe, Mrs J Jones, N Jordan, T Kirkham and Mrs C Randall

Also present:

None

PART1- NON-CONFIDENTIAL INFORMATION

118/18 Election of Chairman of Pleasley Parish Council for the year of 2018/19

RESOLVED Councillor J H Wright be re-elected Chairman of the Council for the municipal year 2018/19

119/18 Election of Vice-Chairman of Pleasley Parish Council for the year 2018/19

RESOLVED that Councillor Mrs P M Bowmer be re-elected Vice-Chairman for the municipal year 2018/19

120/18 Appointment of Representatives to Outside Bodies

(a) Community Centre Management Committees

RESOLVED that all the Parish Councillors be appointed to the New Houghton Community Centre and The Verney Institute Management Committees for the municipal year 2018/19 and, where appropriate, a representative of the bodies or organisations using the facilities be invited to attend the meetings.

(b) Pleasley Vale Park Area Conservation Partnership Scheme Advisory Committee

RESOLVED that Bolsover District Councillor Mrs P M Bowmer and Councillor J H Wright be appointed to represent the Parish Council on the above for the municipal year 2018/19

121/18 Apologies for absence

Apologies for absence were received and noted from Councillor Mrs V Douglas who has a long-term illness

122/18 Declaration of Members interests

Councillor Wright declared a disclosable pecuniary interest in agenda item16.

123/18 Dispensation granted to Members declaring disclosable pecuniary interests in an agenda item

None

124/18 Public Participation

(i) No members of the public were present

(ii) **Report of the Police Representative**

(i) No police representative was present at the meeting. Crime statistics for March 2018, from the Police website, were presented by the Clerk:

Anti-Social Behaviour 4
Drugs 1
Violence and Sexual offences 4

RESOLVED that the report be noted

(iii) **Report of the County Councillor**

County Councillor Dale reported that repair of the potholes on Newboundmill Lane was being pursued; she explained that due to a limited amount of specialist equipment in use across the county some temporary repairs were not completed to the same standard as others, which often leads to some repairs failing again more quickly than others. She also confirmed that the County Council is putting forward proposals to make changes to the operation of the library service due to reduced funding. This strategy may lead to the transfer of 20 libraries to community management and a reduction in opening hours for the 25 libraries suggested to remain under Derbyshire County Council control. It was

RESOLVED that the report be noted.

(iv) Report of the District Councillor Mrs P M Bowmer

District Councillor Bowmer reported that the grass cutting budget provided to Bolsover District Council by Derbyshire County Council has been reduced but at present Bolsover District Council were maintaining the same level of service. She also reported that she had informed the District Council that the In touch magazine was not being received by all households in the Parish and she was assured that checks would be made to ensure the database for deliveries to the Parish was complete and up-to-date. It was also reported that membership of the new committees were expected to be approved at the next Annual General Meeting of the full council. It was

RESOLVED that the report be noted.

125/18 Date of next Meeting

RESOLVED that the next meeting of the Parish Council be held on Monday 4 June 2018 in the Verney Institute, Newboundmill Lane, Pleasley and that the meeting for July be provisionally fixed for 2 July 2018

126/18 Minutes of Last Meeting

RESOLVED that the minutes of the meeting held on 9 April 2018 be approved as a correct record and signed by the Chairman.

127/18 Chairman's Announcements

None

128/18 Allotments

- (i) The Clerk reported that a 'shipping container' had now been removed from the grazing land adjacent to the Meden Avenue Allotment Site. It was

RESOLVED that the report be noted

129/18 Cemetery

- (i) No issues to report. It was

RESOLVED that the report be noted.

- (ii) A short discussion was held to consider possible changes to the current Cemetery Fees and Charges relating to the installation of, and alterations or additions to, Memorials. It was

RESOLVED that the all current fees relating to the installation of, and alterations or additions to, Memorials will remain unchanged at this time

130/18 **Footpaths**

(i) No issues to report. It was

RESOLVED that the report be noted.

131/18 **Highways**

(i) Councillor Allen reported that the litter bin near the brick bus shelter on Rotherham road had been removed from its fixing. It was

RESOLVED that the report be noted and the Clerk will contact Bolsover District Council to request that it is replaced.

(ii) There was a short discussion to consider the replacement of the brick bus shelter on Rotherham Road, New Houghton with a polycarbonate shelter with electrical connection. The Clerk confirmed that such an application could be made using the 50% scheme operated by Derbyshire County Council. He also highlighted the potential replacement cost of the panels if they were damaged and the possibility of using perforated steel side panels. It was

RESOLVED that an application is made to Derbyshire County Council to implement the process for the demolition of the existing brick bus shelter on Rotherham Road, New Houghton and for it to be replaced with a shelter with polycarbonate panels and an electrical connection for lighting. The council will enter into an agreement to contribute fifty percent of the cost of erecting the shelter and then adopt the bus shelter, taking full responsibility for on-going cleaning, maintenance and repair costs.

132/18 **New Houghton Community Centre**

- (i) None
- (ii) Update on Open Door Computer Group

Councillor Gamble reported that very high levels of attendance had been reported in recent weeks, with up to twenty people for some sessions

RESOLVED that the report be noted.

133/18 **Recreation Grounds**

(i) The Clerk reported that one Extreme Wheels session had been confirmed for 1 June 2018 at Rotherham Road, Recreation Ground, New Houghton; the dates had not yet been finalised for the other sessions which have been requested. It was

RESOLVED that the report be noted and that the Clerk investigates the suitability of Terrace Lane Recreation Ground to be used for these sessions at a future date

- (ii) A short discussion was held to consider signing up to the Bolsover District Council Active Communities Programme, which now incorporates the Street Sports Scheme. It was

RESOLVED that Pleasley Parish Council signs up to the Bolsover District Council Active Communities Programme 2018/19. This will cost Pleasley Parish Council £1000; Bolsover District Council will add another £1500 to give total funding of £2500. The Clerk will arrange to liaise with the Sport Development Team to establish potential ways of using this money to encourage residents to be physically active.

134/18 Street Lighting

- (i) No issues to report It was

RESOLVED that the report be noted.

135/18 Verney Institute

- (i) The Clerk reported that, although an appeal had been submitted, at the present time the discretionary rate relief for the 2018/19 Non-Domestic Rates liability for the Verney Institute had been set at 40% in comparison to the previous 80%. It was

RESOLVED that the report be noted and the Clerk responds to the request for any additional information which may be taken into consideration to carry out a further review of this decision.

- (ii) The Clerk reported that due to personal circumstances the instructor of the Senior citizens/Gentle exercise class had been unable to continue. The Clerk also reported that an alternative instructor had been found to continue the class but, due to the instructor's availability, this had required the class to be moved to run on Tuesday afternoon 1.30 – 2.30 pm. It was

RESOLVED that the report be noted and publicity will be given to the session's new day and time

136/18 **Correspondence**

The following items of general correspondence have been received:

- (i) Letter from Bolsover District Council advising of the publication of the Bolsover District Council Local Plan. It was

RESOLVED that the contents be noted and that this will be carried forward to the next Ordinary Parish Council meeting agenda when consideration of any response, if necessary, will be discussed and agreed

- (ii) Letter from Derbyshire County Council informing of the intention to consult on potential changes to the library service in Derbyshire. It was

RESOLVED that the contents be noted and the Clerk sends a letter to Derbyshire County Council to express concern at the potential threat to the Mobile Library Service which visits the Pleasley Parish

- (iii) The Clerk reported that a reply had been received from Inspector Robert Bowns, Inspector for the North East Section of Derbyshire Constabulary, in response to an invitation to attend a future Parish Council Meeting. It was reported that due to time constraints and other operational commitments he was, unfortunately, unable to attend. It was

RESOLVED that the contents be noted.

- (iv) Email from Derbyshire County Council about a '50 ways to make food go further' campaign. It was

RESOLVED that the contents be noted and that publicity material will be displayed on the Parish Noticeboards

- (v) The Clerk reported that, although there had been no official notification from the bank, an article in the Chad newspaper indicated that the Mansfield Branch of RBS had been earmarked for closure in August 2018. After a short discussion it was

RESOLVED that authority is given to the Clerk to administer the application and process of transferring the funds from the existing Royal Bank of Scotland account to a new Business Current Account, if necessary

137/18 DALC Circular 6

RESOLVED that the contents be noted.

138/18 Pleasley Parish Council Newsletter

The Chairman reported that the next edition of the Newsletter would be published after the Scarecrow Festival.

RESOLVED that the report be noted.

139/18 Pleasley Parish Council's Website

No matters were raised under this item.

RESOLVED that the report be noted.

140/18 Update on the Scarecrow Festival

The Chairman indicated that twenty-five entries had been received to date and all necessary arrangements for the event were being made.

RESOLVED that the report be noted.

141/18 Update on the Hanging Basket Scheme

The Clerk reported that consent had been granted by Derbyshire County Council Highways to erect the hanging baskets and the list of approved lampposts had been forwarded to S Hill for the supply and maintenance of the hanging baskets. It was

RESOLVED that the report be noted.

142/18 Installation of Defibrillators

- (i) The Clerk reported that notification of the decision in response to the funding application made to the Awards for All Big Lottery Fund had not yet been received. It was

RESOLVED that the report be noted

143/18 Update on the General Data Protection Regulation (GDPR)

The Clerk reported that all obligations under GDPR come into force on 25 May 2018 and as part of the new compliance requirements a Privacy Notice will be put on the Pleasley Parish Council website. It was also reported that

negotiations are still on-going at a national level about the requirement for a Parish Council to appoint a Data Protection Officer. It was

RESOLVED that the report be noted

144/18 Review of fees and charges for 2018/19

The Clerk reported that it was necessary to review fees and charges annually. Following a discussion, it was agreed that they be set as for the fees and charges applicable as at 9 April 2018, some of which were revised at that date in accordance with the resolution to amend certain Cemetery Fees and Charges. It was

RESOLVED that the fees and charges as set out on the attached sheet be agreed for 2018/19

145/18 Annual Governance Statement (Section 1), of the Annual Return for Smaller Authorities in England, for the financial year ended 31 March 2018

The Annual Governance Statement (Section 1), of the Annual Return for Smaller Authorities in England, for the financial year ended 31 March 2018 was presented at the meeting. It was

RESOLVED that the Annual Governance Statement (Section 1), of the Annual Return for Smaller Authorities in England, for the financial year ended 31 March 2018 be approved by the Council, and signed by Cllr J H Wright (Chairman) and the Clerk

146/18 Accounting Statements (Section 2), of the Annual Return for Smaller Authorities in England, for the financial year ended 31 March 2018

The Accounting Statements (Section 2), of the Annual Return for Smaller Authorities in England, for the financial year ended 31 March 2018 was presented at the meeting. It was

RESOLVED that the Accounting Statements (Section 2), of the Annual Return for Smaller Authorities in England, for the financial year ended 31 March 2018 be approved by the Council, and signed by Cllr J H Wright (Chairman) and the Clerk

147/18 Annual Internal Audit report, of the Annual Return for Smaller Authorities in England, for the financial year ended 31 March 2018

The Annual Internal Audit report, of the Annual Return for Smaller Authorities in England, for the financial year ended 31 March 2018 was presented at the meeting. It was

RESOLVED that it should be noted that the internal audit concludes that all internal control objectives were being achieved throughout the financial year

148/18 Bank Reconciliation Statement as at 31 March 2018

The Bank Reconciliation Statement as at 31 March 2018 was presented at the meeting. It was

RESOLVED that the bank reconciliation be agreed for 31st March 2018

149/18 Review of Standing Orders and Financial Regulations

The Clerk reported that Standing Orders and Financial Regulations should be reviewed at the Annual Meeting. The Clerk also reported that notification had been received from the Derbyshire Association of Local Councils that the Standing Orders based on the 2013 Model Standing Orders should be updated in accordance with the new 2018 Model Standing Orders issued by National Association of Local Councils which incorporate a number of changes in legislation since 2013. It was

RESOLVED that

- (i) The Standing Orders should be updated and adopted in accordance with the 2018 Model Standing Orders but all adaptations made to the 2013 Model Standing Orders by Pleasley Parish Council will remain unchanged and be incorporated into the new version
- (ii) The Financial Regulations be approved and adopted without change

150/18 Appearance of Pleasley Parish Area

No matters were raised under this item.

151/18 Planning Matters

Planning applications

Application No: 18/00137/FUL Decision Level:
Proposal: Erection of pigeon sheds & decked area on back garden.
Location: 32 Meden Avenue New Houghton Mansfield NG19 8SR
Applicant: Gordon Dovaston

RESOLVED that no objections be raised.

Application No: 18/00170/TPO
Proposal: 20% crown thinning to Alder Tree (T1).
Location: 8 Newboundmill Lane Pleasley Mansfield NG19 7PL
Applicant: Mr Robert Hill

Approved subject to two conditions.

Application No: 18/00171/TCON
Proposal: Reduce height of conifer hedge by one third (T2-T5) & reduce

height of Holly trees to match hedge (T6 & T7)
Location: 8 Newboundmill Lane Pleasley Mansfield NG19 7PL
Applicant: Mr Robert Hill

Approved - The District Council has resolved not to make a Tree Preservation Order and therefore allow the proposed works to proceed.

Part 2-CONFIDENTIAL INFORMATION

152/18 Resolve that the public be excluded from the meeting during the discussion of the following item(s) of business to avoid the disclosure to them of confidential information in breach of the obligation of confidence as defined in Section 100a(2) of the Local Government Act 1972.

Councillor Wright having declared a disclosable interest in the following item left the room and did not take part in the discussion or the voting.

In the absence of the Chairman Councillor Mrs Bowmer, the Vice Chairman, took the chair for item 153/18

153/18 Chairman's allowance

Following a discussion, it was:

RESOLVED that the Chairman's allowance be set at £1000 for the municipal year 2018/19.

154/18 Accounts

<u>Expenditure</u> <u>Cheque No</u>	<u>To</u>	<u>For</u>	<u>Amount</u>
0072	DALC (Derbyshire Association of Local Councils)	Annual Subscription for period 01/04/18 to 31/03/19	£641.13
0073	TIS Ltd	Alarm maintenance and monitoring contract for Verney Institute	£660.53
0074	PSB Services	Internal Audit	£150.00
0075	Derbyshire County Council	S137 Grant contribution to support the supervision costs of the Archaeological Way Access Volunteers.	£350.00
0076	Bolsover District Council	Business Rates for Verney Institute (01.05.2018)	£58.00
0077	Volunteer NHCC Open Door Computer Group	Travel expenses	£61.60

0078	Bolsover District Council	Business Rates for New Houghton Community Centre (01.05.2018)	£144.00
0079	Civic Pride UK Ltd	Lamppost testing for Hanging Baskets	£459.00
0080	Instructor for Senior Citizens Exercise Class	Instructor fee for Senior Citizens Exercise Class for sessions in March 2018	£60.00
0081	HMRC	Tax and NIC	£391.27
0082 to 0086	Employees	Wages and Expenses	£2646.11
0087	Shelter Maintenance Ltd	Cleaning of bus shelters	£72.00
0088	P Crouch	Kitchen Towel for Verney Institute	£2.00

Paid into bank	11/4/18	17/4/18	24/4/18	25/18	9/5/18
Verney	56.00	96.00	98.00	285.00	62.00
New Houghton CC	43.00	319.00			
Allotments	52.50	25.00	105.00	45.00	45.00
Cemetery			75.00		
Scarecrow Festival Sponsorship			100.00		
Live and Local				498.06	
Total (£)	151.50	440.00	378.00	828.06	107.00

Balance of bank current account as at 9 May 2018	£66,828.43
Balance of building society account as at 9 May 2018	£40,150.90
Total Balance as at 9 May 2018	£106,979.33

Signed.....
Chairman