DALBURY LEES PARISH COUNCIL (DLPC)

Minutes of the Annual Parish Council Meeting and the Ordinary Meeting of the Dalbury Lees Parish Council held on Monday 9th May 2016 in the Millennium Hall, Dalbury Lees.

Attendance: Councillors R Slack, C Timmins, P Coultas and G Williams
Parish Clerk, M Fox and also 6 members of the general public.

1/APCM - Election of Chair
Councillor P Coultas was elected as Chair with three votes for the ensuing year.

2/APCM – New Chair to sign Acceptance of Office.
Councillor Coultas signed the Acceptance of Office, and explained that three Councillors who didn't stand at the election were co-opted on 22nd July 2015 so that the Parish Council could exist but Cllr Ruth Slack was the only Councillor prior to that and the village should be grateful to her for that.

3/APCM –Election of Vice Chair.
Councillor C Timmins was unanimously elected as Vice Chair for the ensuing year.

4/APCM - Vice Chair to sign Acceptance of Office.
Councillor Timmins signed the Acceptance of Office and Cllr Coultas thanked him for his support to the Parish Council over the previous year.

5/APCM – Apologies.
Cllr J Patten (DCC); Cllr LBrown (SDDC); Cllr D Muller (SDDC); PCSO Karen Coldicott

6/APCM – To receive the minutes of the Annual Meeting held 22nd July 2015.
These were agreed and signed by the Chair.

7/APCM – Review of Standing Order, Financial Regulations and Financial Risk Assessment. Review of Assets Register.
Standing Orders adopted by the Council on 12th September 2011 were reviewed at the meeting on 14th March 2016, and the amendments suggested were approved and the Standing Orders amended accordingly. Financial Regulations also adopted by the Parish Council on 12th September 2011 were reviewed and declared sound.
Financial Risk Assessment sent to Councillors for approval is to be put on next agenda.
Asset list is also to be compiled for the next meeting.

7/APCM - Appointments to Outside Bodies.
None at the moment

8/APCM – Schedule of Dates of Meeting for the Dalbury Lees Parish Council Meetings for the coming year.
This was agreed with one amendment because the Village Hall is already booked for 11th July, the Parish Council will meet a week earlier on 4th July 2016.Schedule to be amended and put onto the Notice Boards.

41/16 To receive apologies for absence. –
As above.

42/16 Declaration of Councillors Interests - Cllr Coultas for item 15a.

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43/16 Public Speaking.

The fan problem at the Black Cow has been rectified and there is a new chimney which has much improve the problem smell and noise.

44/16 Items under exclusion of the public. - None.

45/16 Approval of the minutes of the Ordinary Meeting of the DLPC held on Monday 14th March 2016.

The minutes were unanimously agreed and signed by the Chair.

46/16 Report of the Chair

None.

47/16 Grounds Maintenance Contract

a) **Allotments –**

Cllr Williams is to ask Bradley Gell to give us a quote to fit a tap and trough on the south side of the allotment field as this hasn't been done by Toby Hall within 4 months. It was also agreed to ask Bradley to quote for another pipe at the other end of the allotments. If the cost is less than the previous quote it was agreed to go ahead.

b) **Village Green** – SDDC will cut the grass up to 16 times but will not remove the grass. Bradley Gell has been employed to do a one off cut and remove the grass as it hadn't been done by Talbot Turf. It was agreed to continue with SDDC with Bradley Gell to be approached if needed. Mark at Talbot Turf to be made aware of decision.

c) **Highways and other work, ie gutters etc** – Cllr Williams to ask Bradley Gell to quote for spraying weeds etc and removing once dead.

48/16 Smaller Councils and Transparency Code/Website.

Cllr Coultas sent the final submission to DALC last week and has had a reply from DALC and Glen from DALC is looking to help us with the application so that we can apply for maximum required funding. This should be processed hopefully by the end of May and the Web site be up and running by July. Council gave Cllr Coultas agreement to proceed.

49/16 Report of the Clerk.

a) Following confirmation from SDDC, notices will been put onto the Notice Boards to advertise to Co-opt one Councillor onto the Dalbury Lees Parish Council.

b) Plots 8 and 9 on the allotment field have been let.

c) Following confirmation of the Parish Council assets, Chair to contact Insurance re the assets being reduced and hopefully the reduced cost to the Parish Council. Renewal due on 1st June 2016.

50/16 DALC Circulars and Questions from DALC.

a) Circular No. 6/2016 General Circular
Governance and Accountability for Smaller Authorities in England; Section 137 Expenditure limit 2016/2017; Local Councils Audits 2015/2016; New External Audit for Smaller Authorities (from 1 April 2017); National Living Wage; DALC Seminar; An Introduction to Neighbourhood Planning; Vacancy.

b) Circular No.7/2016 Training Circular

c) Circular No 8/2016 General Circular

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Governance and Accountability; Locum Clerks; Neighbourhood Planning Champion; Section 137 and the Power of General Competance; Tesco Bags of Help; NALC launches Star Councils 2016 Awards; Sheepwatch UK; Arnold-Baker on Loacal Council Administration Tenth Edition – 25% discount; CiLCA training sessions; Vacancies.

51/16 Planning applications.

Ref: 9/2016/0336 Holmwood, Dalbury Lees, Ashbourne.

The felling of an ash tree and pruning of an ash tree covered by SDDC Tree Preservation Order No. 269.

Cllr Williams spoke to SDDC Tree Officer and one tree has disease in two of main roots and would only last 5 years at most and he recommended felling and pruning of other tree is required.

No objection.

Planning decisions.

None.

52/16 Finance.

a) Accounts for Payment

Cheque No	Payee	Description	Amount
100531	Mrs M Fox	Salary/expenses	£ 202.70
100532	Mrs M Fox	HMRC – M Fox Tax(1 mnth)	£ 20.60
100533	The Post Office	HMRC – M Fox Tax(1 mnth)	£ 20.40
100534	C Timmins	Acrylic for Notice Boards	£ 20.26
100535	Community Links	Insurance renewal	Cancelled
100536	Bradley Gell	Mowing 24 and 50	£ 74.00
100537	DLMHT	Room Hire	£ 24.00
100538	Mr Brian Wood	Interhal Audit	£ 62.00
Total			**£ 423.96**

Cheques were agreed and signed for payment.

b) It was agreed not to pay the Community Links (insurance renewal) until the assets are sorted and the renewal adjusted. It was agreed to pay an extra invoice of £62.00 to Brian Wood for the internal Audit. The accounts were then agreed and cheques signed.

c) Income – SDDC, and precept £852.00 (£750.00 half payment + £102.00 top up), were banked on 8th April and the Concurrent payment of £1330.00 on 29th April 2016.

d) £1116.00 transferred from allotment account into the DLPC Current Account amount owed up to end of year ended March 2016.

e) The year accounts were agreed and the sheet signed.

f) The Audit Commission Annual Return for the year ended 31st March 2016 was agreed and the Chair and Clerk signed the return.

g) It was agreed that the Clerk be paid any overtime due in July.

53/16 Items for information only.

a) Correspondence from James Benstead, Social Media & P R Specialist, SDDC.

b) Clerk/RFO vacancies

c) SDDC Book Club

d) Parish and Town Councils Liaison Forum, Country Hall, Matlock on Monday 27th June 2016 from 6.00 – 8.00pm.

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e) Civic Council Meeting (inauguration of new Chairman of SDDC) at Town Hall, Swadlincote on Thursday 26th May at 5.45pm.

54/16 Date of next meeting.
Monday 4th July 2016

There being no other business the meeting closed at 9.17pm.

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