

NORTH WINGFIELD PARISH COUNCIL

Minutes of the meeting of North Wingfield Parish Council held at 7.00pm on Tuesday 14th June 2016 at the Community Resource Centre, Whiteleas Avenue, North Wingfield.

Present:

Cllr N Barker - Chair
Cllr G Butler
Cllr D Edinboro
Cllr J Fisher
Cllr E Holmes
Cllr J Lilley
Cllr M Smith
Cllr M Stanley
Cllr D Ward

In attendance –

Mr J Marriott – Internal Auditor
Mr D Limb - Public
Mrs Y Colverson – Clerk

074/16 Public Speaking –

It was noted that a number of people had raised concerns about the conversion of a bungalow on The Green to a day nursery. Permission had been granted to convert the current building however the bungalow has now been fully demolished and a new building is currently being constructed.

RESOLVED That the Clerk will write to NEDDC and ask if Building Control are aware.

PART I – ITEMS TO BE DISCUSSED IN PUBLIC MEETING

075/16 Internal Auditor's Report

Mr John Marriott, internal auditor, gave the following report.

Further to North Wingfield Parish Council's instructions I have undertaken an internal audit of the Council's books and records in accordance with the Council's requirements and planned coverage under the guidelines of Governance and Accountability for Local Council.

In conclusion I can report that my inspection of North Wingfield Parish Council's records has found that the Council's control systems are currently operating in an efficient and effective manner.

RESOLVED That Mr Marriott was thanked for his work and this information be received

076/16 To receive and approve apologies for absence and reasons given

Cllr K Turton - away

077/16 To receive declarations of interest

Members were reminded to declare any interest on any item on this agenda at this point or at any point during the meeting in accordance with North Wingfield Parish Council's Code of Conduct.

Cllr N Barker, Cllr G Butler and Cllr J Lilley declared an interest in planning matters as reserve members of District Council planning committee

RESOLVED That this information be recorded

078/16 Minutes – To approve and sign minutes of the meeting held on 10th May 2016 and the Finance Committee Meeting held on 3rd May 2016

RESOLVED That these minutes be approved and signed by the Chair

079/16 Parish Administrator's Report

The Clerk had no actions to report but stated that all Council services and facilities are running well at this time.

RESOLVED That this information be received

080/16 Planning

Reference	16/00494/FLH
Proposal:	Redevelopment of property including sandblasting of external walls part rendering of external walls replacement UPVC windows flat roof to pitched roof on two storey rear extension and single storey rear extension (Conservation Area)
Location:	Step Farm Cottage Bright Street North Wingfield Chesterfield
Applicant:	Mr Mark Kelly

Reference 16/00551/FL
Proposal: Residential development of 5no. dwellings
Location: Land to the East of 17 George Street Hephthorne Lane North
 Wingfield
Applicant: Mr Millington

Reference 16/00558/FLH
Proposal: Two storey side and rear extensions
Location: 1 Howard Drive North Wingfield Chesterfield S42 5HU
Applicant: Mr Chris Wright

RESOLVED That no objections be made

081/16 Items for Consideration and Decision

a. Water Hygiene Risk Assessment

The Clerk reported that she had been unable to obtain alternative quotations to produce risk assessments for the Water Hygiene in Parish Council Premesis.

Cllr M Smith moved DCS be employed to carry the work out, price quoted £580.00 + VAT

All in favour

RESOLVED That the Clerk will instruct DCS to carry out this work

b. DALC Membership 2016/17

The Clerk presented the renewal notice for DALC membership, cost £846.35 or £986.35 to include some training. After some discussion between Councillors the Clerk did recommend the Council to renew its membership.

Cllr J Lilley moved that the Council renew membership

3 in favour

4 against

RESOLVED That the Council will not renew membership of DALC for the year 16/17

c. 2020 Vision – Parish Plan

- a. Survey etc. The Clerk reported that a very small number of people had completed the online survey, less than 20 at this point. Notes had been sent home with

children at the primary school and 200 paper copies had been supplied by NEDDC and will be distributed at the event to be held on 24th June.

- b. The Clerk reported that she had had a discussion with Julie Marriott from P4YP regarding support she could offer in the process of gathering evidence and producing the Parish Plan.

Cllr Barker pointed out that P4YP had done a great deal of Community work in the village and their expertise would be very useful.

Cllr Barker moved the Council purchase time from P4YP (approximately 185 hours) at a cost of £5,000

All in favour

RESOLVED That P4YP will be employed for 185 hours at a cost of £5,000 to assist in community engagement and production of the Parish Plan

d. Section 137 grants

Cllr G Butler moved that, after reviewing applications for funding, the following grants to be awarded

Name of group	Amount
Alma Fishing Club	£250.00
Club FC	£300.00
Gate Inn FC	£300.00
AFC North Wingfield	£300.00
East Midlands Ju Jitsu	£200.00
Highfields Allotments	£250.00
Hepthorne Lane Allotments	£250.00
Hepthorne Lane Show	£250.00
Hepthorne Lane Friday Craft Group	£200.00
1 st North Wingfield Scouts	£300.00
1 st North Wingfield Brownies	£300.00
North Wingfield Good Companions	£750.00
North Wingfield Luncheon Club	£250.00
Small Wonders	£250.00
St Lawrence Pop-In	£200.00

All in favour

RESOLVED That the these grants will be given out at the presentation event to be held on Friday 24th

Further discussions will be held with P4YP and the primary school regarding funding for a community project.

The application received from ‘Dad’s Army’ would not receive a grant at this time as no specific spending was stated on the form.

082/16 Items for Information Only

a. Correspondence

Rykneld Homes– Email advising the Housing Office will be displaying ‘Derbyshire Safe Places Scheme’ logo and information.

RESOLVED That this information be received

b. Items for information

None received

083/16 Year End Account for Audit

The Clerk presented the completed Accounts for Audit for the year ending 31st March 2016.

- a. The Governance Statement was considered by the Council, approved and signed by the Chair and Clerk
- b. The Counting Statement was considered by the Council, approved and signed by the Chair and RFO

084/16 Finance

a. Account Balances

Account Name	Account No.	Balance at 31.05.16
Unity Trust Bank		
Current Account	20332790	£88,037.53
Resource Centre Repairs and Renewals	20332800	£30,090.74
Alto Card balance		£943.93
CCLA – Deposit Accounts		
Capital Projects		£80,652.83
Allocated Funds, Vehicle		£24,620.59
Reserve Account		£62,511.17

CLlr M Smith moved that this information be noted as received
All in favour

RESOLVED That this information be received

b. Accounts for payments

The following details of invoices for payment were presented

	Payee	Expense	Total	VAT	Nett
STO	NEDDC	Payroll	£9,400.00	0	£9,400.00
300306	Theresa Walker	Returned Bond	£100.00	0	£100.00
300307	NEDDC	Trade waste	£472.94	£25.87	£447.07
300308	M&M Timber	Timber, compost	£97.20	£16.20	£81.00
300309	Hutton Wholesale	Bar stock	£721.46	£120.24	£601.22
300310	DCS Water	Water Hygiene	£900.00	£150.00	£750.00
300311	Premier 1	Hanging baskets	£7,272.00	£1,212.00	£6,060.00
300312	PPL	Music license	£156.61	£26.10	£130.51
300313	J Abrams	Returned Bond	£100.00	0	£100.00
300314	Fiona Williams	Presentation event	£120.00	0	£120.00
DDR	Allstar Business	Fuel Van/Mowers	£113.50	£18.92	£94.58
STO	Computer Hire	Computer contract	£594.00	£99.00	£495.00
Card	Card payments	Miscellaneous	£158.31	£22.48	£136.13
DDR	NEDDC	Rates – KG Pavilion	£105.00	0	£105.00
DDR	NEDDC	Rates – H/L Pavilion	£62.00	0	£62.00
DDR	NEDDC	Rates – Garage/store	£113.00	0	£133.0
DDR	NEDDC	Rates – Cemetery	£160.00	0	£160.00
DDR	NEDDC	Rates – Resource cnt	£641.00	0	£641.00
DDR	NEDDC	Rates – P4YP office	£55.00	0	£55.00
DDR	Allstar Business	Fuel Van/Mowers	£50.00	£8.33	£41.67
DDR	Trust Security	Alarm contract	£44.40	£7.40	£37.00
		Total	£21,436.72	£1,706.54	£19,756.05

RESOLVED that these payments be approved.

c. Bank Reconciliation

Bank reconciliations were presented for approval

RESOLVED That bank reconciliation for May 2016 be approved and signed by the Chair

PART II – CONFIDENTIAL INFORMATION

Exclusion of the Press and the Public: To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting

085/16 Staffing

The Clerk reported that Cllr Barker and Cllr Turton had interviewed three people for the position of General assistant, all three were very strong candidates and it was a very difficult decision to appoint.

The recommendation of the interview panel was to offer Mrs D Lovell the position of General Assistant while the other two candidates, Miss K Trodden and Miss M Hurt, to be put on the payroll as casual bar staff and will be asked to cover holiday, sickness and additional hours as needed.

All in favour

RESOLVED That Mrs Lovell to be employed as General Assistant, Miss K Trodden and Miss M Hurt to be employed as casual bar staff.

Meeting closed at 8.35pm