

## **NORTH WINGFIELD PARISH COUNCIL**

Minutes of the meeting of North Wingfield Parish Council held at 7.00pm on Wednesday 7<sup>th</sup> June 2017 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 M Smith  
Cllr M Stanley  
Cllr K Turton  
Cllr D Ward

In attendance –

Mr R Palfreyman - Public  
Mr J Marriott - Internal Auditor  
Mrs Y Colverson - Clerk

### **59/17 Public Speaking –**

Mr Palfreyman asked if the Parish Council could make some land available to be used as a track for remote controlled vehicles.

RESOLVED That the Parish Council does not have any suitable land for this activity

### **PART I – ITEMS TO BE DISCUSSED IN PUBLIC MEETING**

#### **60/17 Internal Auditor's Report**

Mr John Marriott reported that, following his inspection of the Parish Council's accounts, controls and processes, there are no matters affecting the Parish Council's systems of internal control for the year ending 31<sup>st</sup> March 2017 that need to be put before the Council for action at this time.

Mr Marriott went on to say that he fully supports and encourages the Parish Council's consideration of using a sector specific software to record and manage its finances in future.

**061/17 To receive and approve apologies for absence and reasons given**

Cllr J Lilley - away

**062/17 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 G Butler and Cllr N Barker declared an interest in item 6, planning, as reserve members of District Council planning committee

RESOLVED That this information be recorded

**063/17 Minutes** – To approve and sign minutes of the meeting held on 10<sup>th</sup> May 2017.

RESOLVED That these minutes be approved and signed by the Chair

**064/17 Parish Administrator's Report**

Action taken following the meeting held on 10<sup>th</sup> May 2017

055/17. a Water Hygiene

As agreed, a second quotation for the annual Water Hygiene service was obtained from Hydro-x, as this was £150 more than DCS so I have arranged for the work to be carried out by DCS

055/17. b Dog bin

I have instructed DCC to replace the dog bin on Blacks Lane

Other

Community Resource Centre, Central Heating Boiler

Following the annual service of the Boiler, the engineer informed me that, although safe, the boiler needs to be stripped and cleaned in order for it to work to its maximum efficiency. As the cost of this is £320 and I have informed British Gas to carry out this work

Play Equipment

The new play equipment has been installed at Station Road and the existing equipment has been painted.

The new wooden train, grant funding via P4YP, was installed today.

### 2020 Vision

The Allotment Celebration Event will now take place on Saturday 12<sup>th</sup> August.

RESOLVED That this information be received

### **065/17 Exclusion of Public –**

RESOLVED That no agenda items be discussed in Confidential Matters

### **066/17 Planning**

<b>Reference</b>	<b>17/00533/FL</b>
<b>Proposal:</b>	Alterations to the existing dwelling, demolition of outbuilding, erection of one new detached house and erection of a garage (Conservation area)
<b>Location:</b>	4A Bright Street North Wingfield Chesterfield S42 5LR
<b>Applicant:</b>	654 Developments Ltd

RESOLVED That the Council will make no comment

### **067/17 Items for Consideration and Decision**

#### a. Website

A short working party meeting had been held prior to the Parish Council meeting where a number of options for managing the website were considered.

The recommendation of this working party was that Sharpe System's continue to host and manage the site and make improvements as requested, for a cost of £700 per annum

All in favour

RESOLVED That the Clerk will inform Sharpe Systems to continue with this work

#### b. Accounting software

The Clerk presented two options for an accounting software package, both to include set up and training.

Edge - £945.60

Rialtal - £1,723.00

Cllr J Fisher, the Clerk and RFO had received a demonstration of the Edge system and Cllr Fisher reported that the system was very good, easy to use and could offer all the reports and facilities the Council needed.

Cllr J Fisher moved that the Edge software be purchased  
All in favour

RESOLVED That the Clerk will instruct Edge to set up the system and provide training  
for the RFO

c. Grant applications

The Clerk presented applications for grants from community groups

RESOLVED That the following grants will be given

<b>Group</b>	<b>Amount</b>
Alma Fishing Club	£250.00
Club FC	£300.00
Hepthorne Lane Football Club	£300.00
AFC North Wingfield	£300.00
The Gate Inn FC	£300.00
East Midlands Ju Jitsu	£200.00
Hepthorne Lane Allotments	£250.00
Hepthorne Lane Show	£250.00
Highfields Allotments	£250.00
Hepthorne Lane Friday Craft Group	£100.00
1 <sup>st</sup> North Wingfield Brownies	£300.00
1 <sup>st</sup> North Wingfield Scouts	£300.00
North Wingfield Good Companions Club	£750.00
North Wingfield Luncheon Club	£250.00
Derbyshire Unemployed Workers Centre	£1,000.00
Small Wonders	£250.00
St Lawrence Pre-School	£100.00

**068/17 Items for Information Only**

a. Correspondence

Clare and Jamie Glazebrook Letter of thanks for supporting Fairplay charity event

RESOLVED That this information be received

b. Items for Information

None

### 069/17 Annual Audit – Annual Governance Statement

The Clerk presented the Annual Governance Statement 2016/17, it was read and all statements were affirmed

RESOLVED That the annual governance statement be agreed and signed by the Chairman

### 070/17 Annual Audit – Annual Accounting Statement

The Clerk presented the Accounting Statement for 2016/17

RESOLVED That the annual accounting statement be agreed and signed by the Chairman

### 070/17 Finance

#### a. Account Balances

Account Name	Account No.	Balance at 31.01.17
<b>Unity Trust Bank</b>		
Current Account	20332790	£92,771.32
Resource Centre Repairs and Renewals	20332800	£30,118.88
<b>CCLA – Deposit Accounts</b>		
Capital Projects		£80,964.63
Allocated Funds, Vehicle		£32,815.61
Reserve Account		£62,7522.79
<b>Total</b>		<b>£299,423.22</b>

RESOLVED That this information be received

#### a. Accounts for payments

The following details of invoices for payment were presented

	Payee	Expense	Total	VAT	Nett
30415	B Phillips-Hicklin	Bond returned	50.00		50.00
300416	J Bletcher	Bond returned	100.00		100.00
300417	Carlton House	Bar audit`	75.00		75.00
BACS	Came & Co	Vehicle insurance	539.00		539.00
BACS	A1 Garage Doors	Access door (garage)	600.00	100.00	500.00

BACS	Filmbank Media	Screening license	127.00	21.17	105.83
BACS	Chesterfield Flooring	Café/Bar/Lounge floor	4,575.00	762.50	3,812.50
BACS	NEDDC	Skip empty	222.81		222.81
BACS	Designs Direct	Toilet paper	36.00	6.00	30.00
Transfer	Allocated Funds	Gratuities/van	8,100		8,100
DDR	Allstar	Fuel (mowers)	85.00	9.67	48.33
STO	Sharpe Systems	Computer contract	594.00	99.00	495.00
DDR	T Mobile	Maintenance phone	20.21	3.37	16.84
DDR	SBT	Phone & Broadband	136.68	22.78	11.90
DDR	Allstar	Fuel (van)	60.00	10.00	50.00
DDR	NEDDC	Rates, Cemetery	171.00		171.00
DDR	NEDDC	Rates, King George v	101.00		101.00
DDR	NEDDC	Rates, H/L pavilion	59.00		59.00
DDR	NEDDC	Rates, P4YP office	56.00		56.00
DDR	NEDDC	Rates, garage	121.00		121.00
DDR	NEDDC	Rates, CRC	617.00		617.00
DDR	Trust Security	Security system	44.40	7.40	37.00
DDR	Lloyds Bank	Misc – card payments	885.17	80.72	804.45
DDR	Seven Trent	Water, station road	17.43		17.43
DDR	Seven Trent	Water, King George v	66.43		66.43
DDR	Seven Trent	Water, Cemetery	6.76		6.76
DDR	Seven Trent	Water, CRC	65.00		65.00
DDR	NEDDC	Payroll	10,400.00		10,400.00
DDR	Allstar	Fuel (Van & Mowers)	114.00	19.00	95.00
DDR	Sharpe Group	Computer contract	594.00	99.00	495.00
Total			<b>£28,611.89</b>	<b>£1,240.61</b>	<b>£27,371.28</b>

RESOLVED that these payments be approved.

a. Bank Reconciliation

Bank reconciliation was presented for approval

RESOLVED That bank reconciliation for May 2017 be approved and signed by the Chair

## PART II – CONFIDENTIAL INFORMATION

**071/17 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

None

Meeting closed at 8.50pm