

NORTH WINGFIELD PARISH COUNCIL

Minutes of the meeting of North Wingfield Parish Council held at 7pm on Tuesday 11th November 2014 at the Community Resource Centre, Whiteleas Avenue, North Wingfield.

Present:

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

In attendance –

Mrs Y Colverson – Clerk
D Limb - Public
D Frankson – Rykneld Homes

100/14 Public Speaking - 15 minutes prior to the meeting were set aside to hear public questions and comments

Danny Frankson, Rykneld Homes, reported that he had no further updates regarding the area on Hucklow Avenue, as discussed at previous meeting, but is carrying out a local consultation and will report back when that is completed. He will also be meeting with NEDDC officers to agree a license to maintain the land.

PART I – ITEMS TO BE DISCUSSED IN PUBLIC MEETING

101/14 To receive and approve apologies for absence and reasons given

None received

102/14 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 declared an interest in planning matters as member of District Council planning committee

RESOLVED That this information be recorded

103/ 14 Minutes – To approve and sign minutes of the meeting held on 14th October 2014

Cllr G Butler moved to approve minutes
All in favour

RESOLVED That these minutes be approved and signed by the Chair

104/13 Parish Administrator's Report – The following report was received from the Parish Administrator outlining actions taken following the meeting held on 14th September 2014

Action taken following the meeting held on 14th October 2014

092/14 a. Purchase of new vehicle

The new van has been ordered from GK group and should be delivered early in the new year

092/14 c. Whistle Wood maintenance

Parkwood day centre has been on site over the past three weeks and will continue for a further four weeks. They have cleared a large amount of dead wood and are building wildlife habitat areas with the material cleared.

Cllr N Barker moved that this information be received
All in favour

RESOLVED That this information be received and noted for the record

105/14 Exclusion on Public -To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded.

Cllr J Fisher moved that no items in Part 1 should be taken with the public excluded
All in favour

RESOLVED That no Part 1 item should be taken with the public excluded

106/14 Planning

No planning applications had been received

107/14 Items for Consideration and Decision

- a. Internal Auditor's Report – the following report had been received from Mr J Marriott following his recent half yearly audit of the Parish Council's accounting systems

There are no matters affecting the Parish Council's system of internal control for the period ended 30th September 2014 that need to be put before the Council for action at this time.

The Parish Council has recently changed its Banking facility provider and I can report that this change over is being handled in an appropriate and efficient manner by the Responsible Finance Officer.

I have asked the Clerk and RFO to review the Parish Council's contract with NEDDC as it was taken out in 2008 and it would now be appropriate for this to be looked at in the light of current H M Revenue & Customs rules regarding the filing of Real Time information reports as it is the responsibility of the employer to file these on time. The contract currently does not cover these RTI reports and responsibilities for any potential late filed reports must be clearly defined between NEDDC and the Parish council.

In conclusion I can report that my inspection of the Parish Council's records has found that the Council's control systems appear to be operating in an efficient and effective manner.

J S Marriott

Cllr N Barker moved that the Clerk and RFO review the contract with NEDDC as advised and that this report be noted for the record
All in favour

RESOLVED That the Clerk will contact NEDDC regarding the contract and that this report be noted for the record

- b. Allotment Charges – The Clerk reported that charges for Alma Allotment were very low, most plots being £3.50 per year, and asked the Council to consider an increase in rent.

Cllr M Stanley moved the charges be increased by 10%, the maximum allowed in the tenancy agreement
All in favour

RESOLVED That the Clerk will write to all allotment tenants to inform them of the increase

- c. Alice's View Play Area – The Clerk presented three quotations for work to be carried out on the new play area at Alice's View. All three quotes included making the boat safe and installing it in safety surfacing and additional adventure trail.

Quotation 1 Safe & Sound Playgrounds

• Boat modifications	£1,045.00
• Fixing boat and blue safety surface	£3,515.00
• Trial play equipment	£3,638.00
• Delivery and installation	£2,495.00
• Grassmatting	£192.00
• Discount	<u>-£289.00</u>
	<u>£13,995.00</u>

Quotation 2 Nova Sport

• Modify boat and fix to ground	£4,986.00
• Wet poor safety surface	£3,876.00
• Activity trail play equipment	<u>£7,645.00</u>
	<u>£16,507.00</u>

Quotation 3 Proludic

• Refurbish boat and secure to ground	£3,000.00
• Safety Surface	£3,309.00
• Trail play equipment	£5,720.00
• Groundwork	£2,108.00
• Delivery	£339.00
• Discount	<u>-£500.00</u>
	<u>£13,976.00</u>

The Clerk added that there would be an additional cost of £500.00 to purchase sheds, timber paint etc to complete the project

Cllr D Ward moved to accept quote 3, Proludic, and to make £500 of capital funds available for the project
All in favour

RESOLVED That Proludic will be instructed to carry out the work and up to £500 will be spent on additional materials

108/14 Items for Information Only

- a. Policing Update – Members were given an update on police matters provided by PCSO Matthew Turner, not present

Cllr J Fisher moved that this information be noted as received

All in favour

RESOLVED That this information be received and noted for the record

109/14 Finance

a. Account Balances

Account Name	Account No.	Balance at 30 th Sept 2014
Co-operative Bank		
Current Account	6114001900	£18,141.19
Staff Gratuity Account	6114001950	Closed
Reserve Account	6102568400	Closed
Guaranteed Investment Bond (Vehicle)	6528201256	Closed
Guaranteed Investment Bond (Capital)	6159559656	Closed
Unity Trust Bank		
Current Account	20332790	£88,830.30
Resource Centre Repairs and Renewals	20332800	£30,011.79
CCLA – Deposit Accounts		
Reserve Account		£62,166.51
Allocated Funds, Vehicle		£26,508.04
Capital Projects		£101,391.98

Cllr J Fisher 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	Description	Payment Type Cheque No	Amount
Viking	Paper	BACS	140.87
Yell.com	Advertisement	BACS	132.00
SLCC	Book	BACS	12.79
Designs Direct	Cleaning Materials	BACS	54.00
CX Parish Council	Stephenson Charity	BACS	335.00
Pilsley Parish Council	Stephenson Charity	BACS	200.00
Tupton Parish Council	Stephenson Charity	30029	200.00
Stretton Parish Council	Stephenson Charity	30030	130.00
J S Marriott & Co	Internal Audit	30031	130.00

John McGrogan	Plumbing	30032	50.00
British Legion	Poppy Appeal	30033	36.50
Hutton Wholesale	Bar Stock	30034	424.96
NW Church Land Trust	Allotment Rent	30035	70.00
M&M Timber Supplies	Allotment Unity Kitchen	30036	19.16
Frank Berry Otter	Printing - Invoice Pads	30037	407.31
NEDDC	Dog Bins	30038	759.00
		Total	£3,101.59

Cllr M Stanley moved to approve the above payments
All in favour

RESOLVED that these payments be approved. Cllr N Barker and Cllr J Fisher to approve BACS payments on line

- c. Bank reconciliation for approval - A copy of the Bank Reconciliation, together with detailed list of income and expenditure for September 2014 was presented for approval

Cllr D Ward moved to approve the bank reconciliation for September 2014
All in favour

RESOLVED That the bank reconciliation is approved and signed by the Chair

PART II – CONFIDENTIAL INFORMATION

No items were discussed in confidential information

Meeting Closed at 8.30pm