

Draycott Parish Council

The Parish Rooms
Elvaston Street
Draycott
Derby DE72 3PY
01332 875278
31 August 2018

To; The Chairman and Members of Draycott Parish Council

Dear Councillor

You are summoned to a meeting of Draycott Parish Council to be held on Tuesday 11 September 2018, in The Parish Rooms, Elvaston Street, Draycott at 7.30pm.

Yours sincerely

Sheena Butcher

Clerk to the Council

AGENDA

PART 1 – NON CONFIDENTIAL INFORMATION

1. Apologies- to receive apologies for absence

2. Variation of Order of business

3. Declaration of Members Interests –

To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

4. Dispensations -

To report on and consider any requests for dispensation in accordance with s31 of the Localism Act 2011.

5. Public Speaking –

a) A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on any matter.

b) Reports from Outside Bodies

Reports from the Police Liaison Officer, County Council and Borough Council Members, and reports from Parish Councillors or Officers on any attendance at meetings of outside bodies.

6. Minutes - to approve the Minutes of the meetings held on the 10 July 2017 and 11 September 2018.

7. To determine which items if any from Part 1 of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -
“In view of the confidential nature of item ... to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item.”

8. Chairman's Announcements

9. Report of the Parish Clerk – as circulated.

a) Insurance Review – to RESOLVE whether the proposed sums insured are adequate and the amount to re-charge to the Scouts association

b) Legionella Risk Assessment – to note the plumbing work identified in the risk assessment as auctioned and appoint Sheena Butcher as the Responsible Person for Legionella Prevention

c) Hi Vis Vests for Contractors – To RESOLVE if contractors should wear Parish Council

Logo'd Vests when working in the Parish

d) Cemetery Waste Materials – To RESOLVE whether to change the current waste process at the Cemetery and pay to empty the bunker

e) Flag Pole – To RESOLVE whether to purchase a Christmas Tree and Lights for the Flag Pole installed by Draycott Village Fund

f) Microsoft Office – to RESOLVE whether to upgrade to Office 365 and integrate the email system(s)

g) GDPR – to RESOLVE to adopt the Data Privacy Notice and updated GDPR regulations

h) Cemetery Records – to RESOLVE whether transfer all of the cemetery records into Excel and update the Cemetery forms

i) CILCA – to RESOLVE the clerk to attend the CILCA training and complete the portfolio within 12 months

j) CPRE – Subscription - £36 –to RESOLVE whether to continue the subscription.

k) Fence at Leisure Green – to RESOLVE whether to allow the Air Cadets/ to erect a fence at the Leisure Green to stop people going into areas not covered by CCTV or increase the CCTV cameras to cover all areas of the Leisure Green

l) Erewash Community Transport – to RESOLVE whether to support their request for funding

m) Skate Park Signs – to RESOLVE to erect signs at the Skate Park on behalf of the DMGT

n) Peoples project funding – To RESOLVE any actions regarding the opportunity to apply for additional funding on behalf of the Millennium Green Trust

o) Summer Play scheme Evaluations – To note the evaluation provided by AM Sports Coaching and Extreme Wheels and to RESOLVE any actions arising

p) Work Experience – to RESOLVE the request for work experience in the Parish Office

q) Market Street Resident Parking Issues – to discuss the correspondence between DCC Highways / Borough Cllr Parkinson and the residents and to RESOLVE any further actions

r) Water Rates – to RESOLVE whether to pay water rates via direct debit

s) Reformatting of the budget - to RESOLVE whether to accept the Clerks proposals to change the format and categories for budgeting / financial management

t) Online Banking – to RESOLVE whether the Parish Council wishes to pay invoices and transfer monies between accounts via Online Banking

10. Remembrance Sunday – the working group to update the Councillors and to RESOLVE any outstanding actions

11. Finance –

a) Accounts for payment and receipts since the last meeting.

FINANCE

1. Accounts for payment and receipts since the last meeting;

PAYMENTS – Approved 14 August 2018

| Direct Debits – | £ |
|---|-------|
| JWP – Web-site Management | 35.25 |
| Erewash Borough Council – Rates- Cemetery | 52.00 |
| EON – Electricity supply Parish Rooms | 13.82 |
| EON – Electricity supply Pavilion | 15.23 |

| Cheques - | £ |
|--|---------|
| Eagle Security | 420.00 |
| Sheena Butcher – Clerks salary | 1152.29 |
| Sheena Butcher – Petty cash and Mileage | 44.34 |
| Inland Revenue – Tax and National Insurance | 199.52 |
| St Chad's Fishing club – litter picking | 80.00 |
| GB Water – Legionella testing | 42.00 |
| Paul Guyll – grounds maintenance | 747.00 |
| VA Lewis – Clerks Addnl Gratuity payment | 698.27 |
| VA Lewis – Webroot Security | 23.32 |
| Excel Office Equipment – Office | 177.82 |
| C Moore – Burglar Alarm system check and battery | 60.00 |
| Boston Promotions – ID Card | 8.40 |

| | |
|---|-----------------|
| SLCC – regional training seminar | 57.00 |
| FOX Landscaping – Flail and mow, Tree Branch removal @St Chads, grounds maintenance | 1404.86 |
| Waterplus – pavilion | 27.89 |
| Total payments in August | £5259.01 |

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|---|-------------------|
| PAYMENTS – To be approved 11 September 2018 | |
| Direct Debits – | £ |
| JWP – Web-site Management | 35.25 |
| Erewash Borough Council – Rates- Cemetery | 52.00 |
| EON – Electricity supply Parish Rooms | 15.65 |
| EON – Electricity supply Pavilion | |
| Cheques - | |
| PKF Littlejohn LLP | 360.00 |
| Sheena Butcher – Clerks salary | 1088.46 |
| Sheena Butcher – Petty cash and Mileage | 15.92 |
| Inland Revenue – Tax and National Insurance | 189.52 |
| Derbyshire County Council Pension | 296.61 |
| St Chad's Fishing club – litter picking | 80.00 |
| Paul Guyll – grounds maintenance | *awaiting invoice |
| FOX Landscaping | *awaiting invoice |
| SLCC – CILCA Course | 408.00 |
| CPRE – annual membership fees | 36.00 |
| A M Sports Coaching – Coaching fees play scheme | 2000.00 |
| Came and Co – Insurance | 2337.17 |

***Total for payments in September as of 31 August 2018** **£6811.68**
 *amount will increase prior to meeting – revised schedule will be sent 10 Sept

| | |
|---|---------|
| INCOME – since last meeting | |
| Invoice 001/2018 Memorial Bench at playing fields | 648 |
| Cremation table for Ashes Plot 109 (row 7) | 40 |
| Burial in plot 1334 | 320 |
| Burial in plot 1337 | 640 |
| VAT 126 refund claim 1/2/18 - 31/7/18 | 1953.54 |
| Headstone for Plot 1337 | 65.00 |
| East Midlands Reserve Forces and Cadets – rent 24/9/18-23/12/18 | 193.20 |

Total Income since last meeting as of 31 August 2018 **£3859.74**

b) Financial Statement – to RESOLVE to note the statement (circulated).

c) Annual Return – 31/3/2018 - to RESOLVE to note that the External Auditor commented that on the basis of their review of the annual return, in their opinion the information in the annual return is in accordance with proper practices and no matters have come to attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

12. Planning –

Applications since the last meeting – to RESOLVE to note that the following applications were received and circulated in accordance with Minute 088/18a);

No objections –

ERE/0718/0015 – 98 Derby Road

ERE/0618/0017 – 82 Lime Grove – no objections to the amended plans

Objection lodged with EBC

ERE/0618/0023 – Unit 2 Draycott Old Mills – still object to the planning application based on parking issues, IF planning permission is granted, a condition of planning should be imposed that the company should inform all customers (new and old) that any customers using the facility must park in the spaces within the Mill or at the Leisure Green.

Appeals Notice Comments

APP/N1025/C/17/3184840 and APP/N1025/C/17/3184839 – Land west of Park View, DPC support EBC in their attempts to maintain the Green Belt and therefore do not support either of the appeals

Applications for decision

ERE/0818/0058 – Yew Tree House, Walk Close, Draycott, Replace existing single storey attached garage, outbuilding and rear conservatory with single storey side and rear extensions

Approvals by EBC Planning since the last meeting

ERE/0618/0017 – 82 Lime Grove, Draycott

ERE/0618/0008 – 97 Derby Road, Draycott

13. DALC Circulars – 10/2018, 11/2018**14. Items for Information –**

NALC Newsletter(s), Rural Crime Circular, affordable rural housing circular, SLCC Bulletins, Modern Slavery newsletter(s), NFIB Alerts, Village and Community Halls Newsletter - via email

Countryside Voice, CPRE, Invitation to the High Sherriff's Legal Service 14/10/18 (Cllr Clare to attend) for review in the Parish Rooms

Prayer and Praise event 26 August 2018 at the Leisure Green, Risk Assessment and Public Liability Cert received.

Cycle Training for adults – added information to the website

Meeting of Full Council Meeting - EBC scheduled on 11 October moved to 8 November – informed all Cllrs via email

PART II – CONFIDENTIAL INFORMATION – EXEMPT MATTERS