

WHITWELL PARISH COUNCIL

Minutes of the Meeting of the Council held at Whitwell Community Centre at 19.00 on Wednesday 11 June 2014

Present:

Councillor S Maiden (Chair)

Councillor T Munro

County Councillor D McGregor

Councillor K Austin (Vice Chair)

Councillor J Raspin

4 members of the public

Councillor V Mills

Councillor G Webster

1 Apologies for absence

Apologies were received from Cllr Mr S Ellis.

Due to Cllr Munro having to leave the meeting early, the Chairman agreed to consider item 14 after item 6.

2 To record declarations of personal and disclosable pecuniary interests from members on any items to be discussed

None.

3 To receive and approve requests for dispensations from members on matters in which they have a disclosable pecuniary interest

No applications had been received.

4 Public participation session

4.1 Presentation regarding the impact on the wider community by pupils attending the Namibia Bound Project

Two year 9/10 students who reside in the parish gave a short presentation on the challenges they will face in Namibia and their achievements so far to try to reach their fundraising targets. The impact of the challenge on the wider community includes community support/awareness, inspiring others and mentor training for future challenges. Cllr Maiden thanked them for their presentation and offered them support with advertising the project in the community.

4.2 Presentation by Roger Shelley, the new Director of Creswell Heritage Trust, regarding the possibility of community partnerships

Mr Shelley, who has now been in post for 4½ months, informed of his efforts to try to re-build links with the local population and welcomed other ideas on how this could be achieved and whether the parish council would consider funding support. Ideas put forward were, a link on the parish council's website, parish newsletter, expanding the opportunity for visiting the caves, gift aid, archaeological digs. It was **resolved** to discuss the possibility of funding support in December/January.

4.3 Members of the Parish Council and the public to discuss matters of importance with the police

The following issues were raised:-

4.3.1 Motorbikes on Welbeck Street Recreation Park

4.4 Members of the Parish Council and the public to discuss matters of importance with the County Councillor

Cllr McGregor reported on the following issues:-

4.4.1 Elmton with Creswell Parish Council has agreed £750 per annum to support Creswell Craggs.

4.4.2 He attended the H&BPC meeting last Tuesday where it was reported that we will be getting our own policeman.

- 4.4.3 DCC have funded £113,500 for the new kitchen caddies, which have been provided on an “invest and save” basis ie., the savings on landfill costs will meet the cost of the caddies. The provision of caddies has also helped people whose green bins are stored some distance from their property and evidence suggests that recycling has increased with this scheme. Any complaints received regarding the distribution of the bins have been resolved.
- 4.4.4 Works on the A60 have been completed, but Cllr McGregor is still waiting for a site meeting at Belph regarding Mill Ash Lane.
- 4.4.5 The pot hole on the speed bump on Station Road is on the list to be repaired.
- 4.4.6 The Tour de France will be travelling near the Woodhead Pass on 6 July.
- 4.4.7 A decision has been made this week to cut back on senior management posts and a further £2Million savings will be identified over the next 3 years.
- 4.4.8 Consultation is taking place on the adult care budget and will be discussed by the cabinet on 17 June.
- 4.4.9 Consultation will start in June on street lighting bulb replacement.
- 4.4.10 Cllr McGregor provided a leaflet on Individual Electoral Registration.

Cllr J Raspin left the meeting at 19:50

The following issues were raised:-

- 4.4.11 The speed bump and pot holes on Welbeck Street.
- 4.4.12 Will Welbeck Street be top-dressed? Cllr McGregor agreed to find out.
- 4.4.13 Rubble has been left following completion of works at Hillside Close and the sweeper has not been.
- 4.4.14 Are the swept-up chippings re-used?
- 4.4.15 The pot hole on High Street has been filled but water is seeping further down the hill.

Cllr McGregor left the meeting at 20:05

4.5 Members of the public to discuss matters of importance with the Councillors present

- 4.5.1 The hanging baskets have been fitted very high. Cllr Maiden informed of the fitting of new brackets and the baskets are placed where the brackets start, room has also been allowed for the trailing plants. There may be an opportunity to re-hang the brackets with a further scheme.
- 4.5.2 Dog fouling, in particular at the top of Mill Crescent
- 4.5.3 There had been a bonfire at the old Biggin’s yard where noxious substances were burned. This is being investigated by Environmental Health.

5 To consider for approval the Minutes of the meeting of the Parish Council held on 14 May 2014

Item 8.2.8 should read “seized”. The minutes of the meeting held on 14 May 2014 were then approved and duly signed by the Chairman as a correct record of that meeting.

6 To consider any matters arising (for information only) from the minutes of the meeting held on 14 May 2014

- 6.1 Item 8.3.2 – This had been raised with the Housing Department but no action could be taken without a name being provided. However, if the resident would ring the department they would advise them.
- 6.2 Item 8.3.1 – The broken red bin was delivered the next day.
- 6.3 Item 11 – cheque no. 103615 would be cancelled as Curry’s do not accept cheques. Clerk informed that the item had been purchased on account.
- 6.4 Item 21.2 - RFO informed that recompense should be due to the tax payers not parish council.

14 To consider liaising with the planning authority regarding the future use of the current Cooperative site (Cllr T Munro)

Cllr Munro is delighted with the progress on the new Cooperative building. It was **resolved** to write to Chris Doy in the Planning Department at BDC, with a copy to the Cooperative that we would be concerned about the deterioration of the old Cooperative site and would like to be part of early consultations as to the potential use of the site.

Cllr Munro left the meeting at 20:30

7 Accounts for approval and payment

The following accounts were approved for payment.

Cheque Payments to be Authorised

Cheque No.	Payee	Goods/Service	Amount	Budget
103616	Plantscape	Floral displays	1279.02	5B
103617	Arco Ltd	Store	143.62	2U
103618	Derbyshire County Council	Room hire	100.00	2R
	Total		1522.64	

Direct Bank Payments to be Authorised

	Payee	Goods/Services	Amount	Budget
June 12	Whitwell Community Centre	Grant	6500.00	6B
	DCC	Superann May 14	1985.24	1A-1L
	HMR&C	Tax & NI May 14	1409.98	1A-1L
	Dale Nursery	Floral dispalys	1150.00	5B
	Planterior Landscape Services	Contract May 14	556.80	4F(60),5G
	Severn Trent Water Ltd	Water (Allotments,Cem)	256.53	3C, 4F
	B Wood	Internal Audit fee	125.20	2B
	Boydell & Brewer Ltd	County History	75.25	2T
	Unite The Union	Union Subs May 2014	55.38	1A-1L
	Turner Hire & Sales	Repairs	46.08	5I
	Total		12160.46	

8 Approval of the Statement of Accounts for the Year Ended 31 March 2014 and annual governance statement. It was resolved to approve the following motion:

We acknowledge as the members of Whitwell Parish Council our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2014, that:

1. we approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices,
2. we maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness,
3. we took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the council to conduct its business or on its finances,
4. we provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations,
5. we carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required,
6. we maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems,
7. we took appropriate action on all matters raised in reports from internal and external audit and
8. we considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on the Council and, where appropriate, have included them in the accounting statements.

9 Financial Reports

The wages report and budget monitoring report were not accepted and the RFO was requested to revise them up to the end of May and send out replacements.

- 10 To consider setting the value of Standing Order 18av in line with the newly adopted Financial Regulations**
It was **resolved** to alter Standing Order 18av and Standing Order 18c to £10,000 in line with the recently adopted Financial Regulations.
- 11 Recording of Council Meetings – to consider formulating a policy and terms and conditions in compliance with the Local Audit & Accountability Act 2014 S40 Access to Local Government Documents**
<http://www.legislation.gov.uk/ukpga/2014/2/section/40/enacted>. (Cllr K Austin)
Following the receipt of DALC guidance it was **resolved** that WPC will in its own right record its council and committee meetings and these will be stored as the definitive copies, and that Cllr Austin investigate suitable recording equipment up to the value of £100. The council will formulate a policy and terms and conditions.
- 12 To consider the deferred S137 request from pupils attending the Namibia Bound project**
It was **resolved** to grant £100 per student (total £200).
- 13 To consider a S137 request from Whitwell Brass Band**
It was **resolved** to grant the £50 requested.
- 14 To consider liaising with the planning authority regarding the future use of the current cooperative site (Cllr T Munro)**
(considered after item 6 above)
- 15 Correspondence**
- 15.1 Nottinghamshire Minerals Local Plan additional consultation.
 - 15.2 Email from Sarita Presland, DALC, regarding the abolition of councillor surcharging.
 - 15.3 Hodthorpe & Belp Parish Council - land at Southfield Lane
 - 15.4 DALC Circular No. 10/2014 – DALC website/Financial Regs. Training/Protocol on Recording & Filming of Council and Committee Meetings/Vacancies
- Correspondence not on the agenda:-
- 15.5 Letter from Lafarge, installation of water discharge sub-surface pipeworks.
 - 15.6 Letter from cemetery committee
- It was **resolved** to deal with the following items of correspondence as follows:-
- 15.1 Noted
 - 15.2 Noted
 - 15.3 Noted - WPC will continue on the basis of negotiating with the HCA
 - 15.4 Noted.
 - 15.5 Noted.
 - 15.6 Noted.
- 16 Planning Matters**
- 16.1 14/00222/FUL – Demolition of existing dwelling and erection of a replacement dwelling, Commonsides Farm, Gipsyhill Lane, Whitwell. – No objections
 - 16.2 14/00232/FUL – Garden works, including new patio and patio wall, swimming pool and stream and pond, new bridge, new pavements, new pergola and aviary, new garden room. The Old Hall, 52 Old Hall Lane, Whitwell. – No objections, provided that the whoever carries out the works complies in full with the Conservation and Listed Buildings Officer's requirements
 - 16.3 14/00234/LBC – Garden works, including new patio and patio wall, swimming pool and stream and pond, new bridge and new pavements. The Old Hall, 52 Old Hall Lane, Whitwell. – No objections, provided that the whoever carries out the works complies in full with the Conservation and Listed Buildings Officer's requirements
- 17 Progress Reports**
None.

18 Date of Next Meeting

The next meeting will be held on Wednesday 9 July 2014 at 7.00 pm

19 Fifteen minute open forum for members of the public to comment on items discussed at this meeting

No comments.

20 To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the public and press from the remainder of the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

It was **resolved** to exclude the public and press from the remainder of the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

20.1 Update on staff issues.

There being no further business the Chairman declared the meeting closed at 21:03.

Signed Chairman

Date

List of Resolutions

17/2014 **Resolved** to discuss the possibility of funding support to Creswell Crags in December/January.

18/2014 **Resolved** to write to BDC Planning Department with a copy to the Co-op, that we would be concerned about the deterioration of the old Cooperative site and would like to be part of early consultations as to the potential use of the site.

19/2014 **It was resolved to approve the following motion:**

We acknowledge as the members of Whitwell Parish Council our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2014, that:

9. we approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices,

10. we maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness,

11. we took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the council to conduct its business or on its finances,

12. we provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations,

13. we carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required,

14. we maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems,

15. we took appropriate action on all matters raised in reports from internal and external audit and

16. we considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on the Council and, where appropriate, have included them in the accounting statements.

- 20/2014 **Resolved** to alter Standing Order 18av and Standing Order 18c to £10,000 in line with the recently adopted Financial Regulations.
- 21/2014 **Resolved** that WPC will in its own right record its council and committee meetings and these will be stored as the definitive copies, and that Cllr Austin investigate suitable recording equipment up to the value of £100. The council will formulate a policy and terms and conditions.
- 22/2014 It was **resolved** to grant £100 per student (total £200) attending the Namibia Project
- 23/2014 It was **resolved** to grant the £50 requested to Whitwell Brass Band

Abbreviations used:

ASBO – Anti-Social Behaviour Order
 ASC – After School Club
 BDC – Bolsover District Council
 BLSP – Bolsover Local Strategic Partnership
 CAN - Community Action Network
 CCTV – Closed Circuit Television
 C&DCT – Clowne and District Community Transport
 Cllr – Councillor
 CRB – Criminal Record Bureau
 DALC – Derbyshire Association of Local Councils
 DBS – Disclosure and Barring Service (formerly CRB)
 DCC – Derbyshire County Council
 DCLG – Department of Communities and Local Government
 DEFRA – Department for Environment, Food and Rural Affairs
 DET – Derbyshire Environmental Trust
 DoT – Department of Transport
 H&BPC – Hodthorpe & Belp Parish Council
 HGV – heavy goods vehicle
 IT – Information Technology
 LGPS – Local Government Pension Scheme
 NALC – National Association of Local Councils
 NEDDC – North East Derbyshire District Council
 NSALG – The National Society of Allotment & Leisure Gardeners
 ODPM – Office of the Deputy Prime Minister
 PC – personal computer
 PCSO – Police Community Support Officer
 PCT Primary Care Trust
 RFO – Responsible Financial Officer
 Subs – Subscriptions
 SLCC – Society of Local Council Clerks
 Superann – Superannuation
 T&GWU – Transport and General Workers Union
 TRO – Traffic Regulation Order
 WCC – Whitwell Community Centre
 WCCMC – Whitwell Community Centre Management Committee