

## **CLAY CROSS PARISH COUNCIL**

Minutes of Clay Cross Parish Council meeting held in the Clay Cross Parish Council office on Tuesday 22 June 2010 at 7.00pm.

**Present:** Councillor G Morley ..... Chair  
Councillor M Holmes ..... Vice Chair

Councillor Mrs P A Bradley	Councillor E Mansbridge
Councillor J Holmes	Councillor D Skinner
Councillor Mrs K M Holmes	Councillor B Wright

**Also Present:** John King, Internal Auditor  
Helen Beighton, Derbyshire Times  
21 members of the public

### **Public Participation**

There were 21 members of the public present to object to the proposed development of the Buck Inn, Holmgate. **Councillor J Holmes and Councillor Wright declared an interest as they are members of the District Council Planning Committee.** A spokesperson for the group delivered their objections to the development. Councillor Morley, Chair reported that Clay Cross Parish Councils Planning Working Group had already considered this application and submitted an objection, the content of which was read out by the Chair of the Group, Councillor Mrs K M Holmes.

### **Police Matters**

There was no officer present and no crime figures had been made available for the meeting. Councillor Morley, Chair reported that he had been advised that Inspector Adam Waterfall has left Clay Cross and a new Inspector is in place although further details and the name of the new Inspector are not known.

### **County Councillor/District Councillor Attendance**

Councillor Morley, Chair stated that there would be no County Councillor report as Councillor Riggott was not present but that no doubt today's emergency Budget would have an effect for both the County and the District Councils.

Councillor Skinner raised the recent article in the Derbyshire Times about Sharley Park Leisure Centre. He expressed concern at the comments by the Leader of the District Council, Councillor Graham Baxter which seemed to contradict those made by Councillor Wright at last month's Parish Council meeting. Councillor Skinner reported that following a visit to Eckington Leisure Centre he had noted that this was in a good state of repair notwithstanding that it was built at around the same time as

Sharley Park. Councillor Skinner reiterated that there do not appear to be any problems funding repairs and maintenance at Eckington whilst the opposite would appear the case for Sharley Park. Councillor Wright stated that at the District Council meetings he had attended only Sharley Park had been discussed with no mention of Eckington.

## **PART I – PUBLIC BUSINESS**

### **894/10 Apologies for Absence**

Parish Clerk reported that Apologies for Absence had been received from Councillor A Jackson, Councillor P Riggott and Councillor K G Savidge.

### **895/10 Declaration of Interest**

Councillor J Holmes and Councillor Wright made the following declaration regarding their dual role on Planning matters. During this Parish Council meeting on Planning matters, we shall not be expressing a conclusive view on the applications and we give a declaration that we will be formally reconsidering the matters when we are in receipt of all the information at the District Council Planning Committee.

### **896/10 Exclusion of Public**

To determine which items, if any, from Part I of the Agenda should be taken with the public excluded. ***Resolved That: no matters be taken in exclusion.***

### **897/10 Accounts for the year ended 31.3.10**

Councillor Morley, Chair welcomed John King, Internal Auditor to the meeting and requested that John go through the accounts for the year ended 31.3.10 (previously circulated). A number of items were queried and clarified satisfactorily.

As part of the Internal Auditor duties to the Parish Council, set out below are the findings as a result of the work on the accounting records and system of internal control for the year ended 31.3.10.

We feel that the Parish Council has once again managed its affairs in a fit and proper manner. We do however live in changing times and this is especially relevant to Clay Cross Parish Council as the long awaited Town Centre Redevelopment gets underway. This will obviously bring expansion to the amenities of the town and also of the population of the Parish which will ultimately lead to an increased role for the Parish Council.

The Parish Council must ensure that its present high standard of attention to financial matters and budgetary control procedures is maintained to be sure of coping adequately in the future.

We have been pleased to see the appointment of an Administrative Assistant. The creation of this post has enabled the financial reporting

structure to remain intact whilst energy has rightly been channelled towards the more varied committees and working groups which now make up a large part of the Parish Council's business.

We have seen increased use of the computer but there is still some way to go on this and likewise there has still been no movement towards monthly salaries.

Finally we notice that risk assessment appears to be slipping off the agenda and whilst you complied with the recommendations of the external auditor some years ago it is probably high time this area was revisited.

***Resolved That: the statement of accounts for the year ended 31.3.10 be accepted and signed by Councillor Morley, Chair and the Responsible Financial Officer, Mrs D Kershaw.***

### **898/10 Annual Governance Statement**

We acknowledge as the members of Clay Cross Parish Council our responsibility for ensuring that there is a sound system of internal control, including the preparation of the statement of accounts. We confirm, to the best of our knowledge and belief, with respect to the statement of accounts for the year ended 31.3.10, that:

1. we have approved the statement of accounts which has been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices
2. we have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption **and** reviewed its effectiveness
3. we have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice which could have a significant financial effect on the ability of the Parish Council to conduct its business or on its finances
4. we have 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 have carried out an assessment of the risks facing the Parish Council **and** taken the appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required
6. we have maintained throughout the year an adequate and effective system of internal audit and the Parish Council's accounting records and controlled systems **and** carried out a review of its effectiveness

7. we have take appropriate action on all matters raised in reports from internal and external audit
8. we have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Parish Council and, where appropriate have included them in the statement of accounts
9. in our capacity as the sole managing trustee we have discharged our responsibility in relation to the accountability for the fund/assets, including financial reporting **and**, if required, independent examination or audit

### **899/10 Minutes of Last Meeting**

To receive Minutes and, subject to any changes necessary, to approve the Minutes of the meeting as a correct record. ***Resolved That: the Minutes of the Parish Council meeting held 25 May 2010 be approved and signed by Councillor G Morley, Chair.***

### **Work In Progress**

Parish Clerk reported that there was no Work In Progress.

### **900/10 Reports from Representatives on Outside Bodies**

- a) Parish Clerk read out a letter from Phil Morris, Chief Executive of North East Derbyshire Citizens Advice Bureau. Mr Morris informed the Parish Council that Citizens Advice are being required to move away from the system of elected representatives to one where potential trustees are recruited and interviewed by members of the Board. This system must be addressed over the next 6 months. Mr Morris regretted that due to other commitments he would be unable to attend the Parish Council meeting but would advise the Parish Council once the new arrangements have been finalised. Councillor Skinner stated that the formality of the letter seems to distance the Citizens Advice Bureau from Clay Cross which is disappointing considering that the Parish Council upheld its contribution this year whilst the District Council cut their funding. **It was agreed that Mr Morris or his elected representative should again be asked to attend the next Parish Council meeting on Tuesday 27 July 2010. Again a copy of our letter should be sent to the National Association of Citizens Advice Bureaux.**
- b) Membership of the Clay Cross Gala Group was considered. ***Resolved That: Councillors G Morley, M Holmes, E Mansbridge and B Wright be Parish Council representatives on the Gala Group with the Chair to be appointed at the first Gala Group meeting.***

## **901/10 Report from Parish Footpath Inspectors**

**It was agreed to deal with this Agenda item as part of the Street Scene Working Group meeting report.**

## **902/10 Planning Matters**

Councillor J Holmes and Councillor B Wright restated the following declaration regarding their dual role on Planning matters. During this Parish Council meeting on Planning matters, we shall not be expressing a conclusive view on the applications and we give a declaration that we will be formally reconsidering the matters when we are in receipt of all the information at the District Council Planning Committee.

The following Planning Applications were considered. **Resolved That:**

- 1. *Planning Application 10/00219/OL Outline application (all matters reserved) for the erection of four semi-detached three bedroom dwellings on land to the rear of 83A Clay Lane, Clay Cross for Mrs Jean Spencer is noted.***
- 2. *Planning Application 10/00417/FLH Construction of a rear conservatory, single-storey kitchen extension and entrance canopy and a pitched roof over existing utility at 122 Coupe Lane, Old Tupton for Mr Martin Williams is noted.***
- 3. *Planning Application 10/00418/FL Demolition of the Buck Inn and associated outbuildings. Erection of 24 dwellings (15 no. 2 bed and 9 no. 3 bed all two storeys) and associated works (Major Development/Within 50m of Listed Building) at The Buck Inn, Holmgate Road, Clay Cross for Connaught Consultancy Services LLP. The Parish Council objected to this planning application on the basis that the high density of housing will infringe into the green belt and there will be an unsatisfactory increase in traffic problems due to the proximity of the school and the large number of dwellings proposed. The question was raised as to whether an extensive bat survey had been undertaken on the site.***
- 4. *Planning Application 10/00489/FL Application for new planning application to replace extant planning permission 08/00001/FL for the erection of an agricultural building for machinery and hay store in order to extend time limit for implementation (affection setting of a Listed Building) at Woodthorpe Hall Farm, Ashover Road, Old Tupton for Mr Stephen Wytkin. The Parish Council objected to the requested extension of the time limit for implementation of this Application. The Parish Council also requested that the Application be considered at a full Planning Committee meeting rather than by delegated decision.***

### **903/10 Street Scene Matters**

To receive the Minutes of the Street Scene Working Group meeting held 14 June 2010 and to receive recommendations for resolution. **Resolved That:**

- 1. *the Minutes of the Street Scene Working Group meeting held 14 June 2010 be approved and signed by Councillor Morley, Chair***
- 2. *the project suggested by Clay Cross Angling Association to clear the nettles and brambles at Meadow Farm Fishing Pond has the support of the Parish Council.***
- 3. *Seven Promotions deliver the Parish Council Annual Report 2009 at the quoted cost of £400.***

At this point Councillor Mansbridge gave his Parish Footpath Inspectors report. The brook behind Springvale Road requires a full clean up and this would be taken forward with Andrew Brown, Community Safety Partnership Officer at North East Derbyshire District Council. Councillor Skinner reported the significant fly tipping of bricks and mattresses that had also occurred at the brook. The Administrative Assistant reported that clearance of these items was being progressed with Cate Harris of the Cleansing Department at North East Derbyshire District Council and Sue Cooper of Estates at North East Derbyshire District Council.

### **Work In Progress**

Further to minute no **839/10** regarding Ashover Light Railway Society. The Administrative Assistant reported that a letter had been received from Richard Booth, Chairman of ALRS thanking the Councillors for giving the Society the opportunity to put forward their draft proposals regarding reinstating the old track bed across Kenning Park. The ALRS accept the reasons why the Parish Council feel unable to support their plans at the present time.

### **904/10 Cemetery Matters**

There were no Cemetery Matters or Work In Progress.

### **905/10 Social Centre Matters**

#### **Work In Progress**

Further to minute no **889/10** regarding the Parkhouse Hotel continuing to run the Social Centre bar for a further twelve months. The Administrative Assistant reported that all the necessary agreements had now been signed by Peter Madden of the Parkhouse Hotel.

## **906/10 Finance Matters**

Councillor J Holmes, Chair of the Finance Sub-Committee gave a resume of details discussed at the meeting held 16 June 2010. **Resolved That:**

- 1. the monthly statement for the month of May 2010 be accepted and signed by Councillor Morley, Chair**
- 2. the expenditure and income against budget report for the month of May 2010 be accepted and signed by Councillor Morley, Chair**
- 3. the under mentioned payments be authorised:**

<b>Parish Council Staff Wages (Tax Wks 9 - 11)</b>	<b>£3,741.88</b>
<b>G W Wright (Grave Digging and Labourer for May)</b>	<b>£1,545.13</b>
<b>DCC Superannuation (Pension Contributions for May)</b>	<b>£1,727.93</b>
<b>SWALEC (Electricity for Social Centre, Market Street Public Toilets and Cemetery Chapel/Cabin)</b>	<b>£1,507.40</b>
<b>Post Office Ltd (Inland Revenue NI and Tax Payment for May)</b>	<b>£928.99</b>
<b>Designs Direct (Cleaning Materials)</b>	<b>£489.77</b>
<b>Konica Minolta (Rental of printer and copies: 10.5.10 – 9.8.10)</b>	<b>£365.53</b>
<b>TV Licence Refunds (8 @ £25)</b>	<b>£200.00</b>
<b>Social Centre Damage Bond Refund</b>	<b>£50.00</b>
<b>Brobot Petroleum (Petrol for Cemetery Mowers etc)</b>	<b>£47.25</b>
<b>Co-op Bank (Charges)</b>	<b>£1.00</b>
<b>TOTAL:</b>	<b>£10,604.88</b>

- 4. the following income is noted:**

<b>Clay Cross Cemetery</b>	<b>£1,779.00</b>
<b>Clay Cross Social Centre Hire inc Bar Takings Share</b>	<b>£1,126.84</b>
<b>Market Rent 22.5.10, 29.5.10, 5.6.10</b>	<b>£173.37</b>
<b>Lunch Club 18.5.10, 25.5.10, 8.6.10</b>	<b>£551.60</b>
<b>Bingo 19.5.10, 26.5.10, 2.6.10, 9.6.10</b>	<b>£183.60</b>
<b>Dance 20.5.10, 27.5.10, 3.6.10, 10.6.10</b>	<b>£273.70</b>
<b>Sale of Refreshments 15.5.10, 22.5.10</b>	<b>£70.28</b>
<b>Co-op Bank (Interest)</b>	<b>£00.21</b>
<b>TOTAL:</b>	<b>£4,158.60</b>

### **Work In Progress**

Further to minute no **890/10** regarding Parish Council property being registered with the Land Registry. ***Resolved That: the Parish Clerk attend a Land Registry Training Event on Wednesday 11 August 2010 at a cost of £15.***

### **907/10 Parish Clerk's Report/Items for Decision and Information**

1. **Steve Shaw:** request for support from the Parish Council to help urge Government to agree the Sustainable Communities Act proposals (previously circulated)
2. **Police 'Have Your Say' Programme 2010:** Clay Cross Event – Saturday 26 June 2010, 9am – 3pm at Somerfield, Market Street
3. **Rykneld Homes:** Get Involved! Update Newsletter Number 7

### **Resolved That:**

1. ***a letter is sent to Natascha Engel MP requesting she sign the Early Day Motion 178 urging the Government to deal with the proposals of the Sustainable Communities Act urgently***
2. ***the Parish Clerk's Report/Items for Decision and Information are noted***

### **908/10 Date of Next Meeting**

***Resolved That: the next Parish Council meeting is held Tuesday 27 July 2010 at 7pm in the Parish Council office.***