

# CLAY CROSS PARISH COUNCIL

Minutes of Clay Cross Parish Council meeting held in the Clay Cross Parish Council office on Tuesday 24 June 2008 at 7.00pm.

**Present:** Councillor G Morley ..... Chair

Councillor Mrs A Bradley	Councillor D Skinner
Councillor P Riggott	Councillor B Wright
Councillor K G Savidge	

**Also Present:** John H F King, Internal Auditor  
Jessica Popplewell, Rykneld Homes  
David Street, Rykneld Homes  
3 representatives from Holmgate Tenants & Residents Group

## **Public Consultation**

Jessica Popplewell handed out a brief to the Parish Council regarding ideas to development land at Valley Road/Press Brook following consultation with members of the Holmgate Community.

## **Police Consultation**

Parish Clerk circulated crime figures for the month of May.

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

Councillor P Riggott reported that Derbyshire County Council have allocated a substantial sum of money to be spent in areas of deprivation, Clay Cross has four areas. The 'super output' initiative means that this money can be given to local groups old and new.

## **589/08 Apologies for Absence**

Clerk reported that Apologies for Absence had been received from Councillor Mrs K M Holmes, Councillor J M Holmes, Councillor M Holmes, Councillor A Jackson and Councillor E Mansbridge.

## **590/08 Accounts for the year ended 31.3.08**

Councillor G Morley, Chair welcomed John King, Internal Auditor to the meeting and requested that John go through the accounts for the year ended 31.3.08. A number of items were queried and clarified satisfactorily.

As part of the Internal Auditor duties to the Parish Council, set out below are findings as a result of the work on the accounting records and system of internal control for the year ended 31.3.08.

John reported the following on matters raised last year:

**Reserves** – cash balances still stand at a high level mainly due to the sale of land two years ago. We understand that it will take some years to spend the money on appropriate projects. Our review of the minutes of this years meetings indicate a very lively Parish Council continuing to strive to improve the local area and we are confident that appropriate projects will be forthcoming. As the Parish Council continues to expand its activities there should be an increase in reserves to cope with any unforeseen problems which may arise.

**New Councillors** – it is apparent that there have been further changes since last year in that the Chair and Vice Chair have both stood down although they continue to be ordinary members. It is good to see that the new Chair and Vice Chair have been selected from the existing ranks and that business is continuing to the same standard as before.

**Internal Audit Review** – we must assume that you are reasonably happy with our work otherwise you would have said something. We will be pleased to answer any questions anyone may have on any aspect of the accounts or the internal audit function at any stage throughout the year.

Our work this year has not highlighted any specific areas which we feel need improvement but we must emphasise that the Parish Council should continue to be vigilant to maintain the high standard which it has set itself over the past few years. So long as the Parish Council adheres to its own internal regulations which it has set for itself then we are confident there will be no problems.

***Resolved That:*** *the statement of accounts for the year ended 31.3.08 be accepted and signed by Councillor G Morley, Chair and the Responsible Financial Officer.*

### **591/08 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 Council's statement of accounts for the year ended 31.3.08, 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 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 Council **and** taken 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 of the Council's accounting records and control systems **and** carried out a review of its effectiveness
7. we have taken appropriate action on all matters raised in reports from the 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 Council **and**, where appropriate have included them in the statement of accounts

**592/08 Sarah Whattam, Community Economic Development Officer**

Councillor G Morley, Chair reported that Sarah has now left this post and begun a new job with Amber Valley Borough Council. In the absence of Sarah, the Parish Clerk reported the following with regard to the proposed Clay Cross Community Garden project:

- consultation carried out
- plans drawn up
- planning application submitted and the District Council granted approval
- lease agreement drafted
- Groundwork Creswell appointed and quote received
- Community Garden Group advised on funding sources

The Community Garden Group are now at the final stage which is applying for funding. If successful they will be able to commence work on the site.

### **593/08 Minutes of Last Meeting**

***Resolved That: the Minutes of the Parish Council meeting held on the 27 May 2008 be approved as a correct record and signed by Councillor G Morley, Chair.***

### **Work In Progress**

Further to minute no **134/04** regarding Holmgate Multi Use Games Area and the use of Parish Council owned land at North Street. Parish Clerk reported the following with regard to this project:

- consultation carried out
- Lease Agreement pending between Clay Cross Parish Council and Holmgate Tenants & Residents Group
- Surveyor of land needs carrying out as part of the Lease Agreement
- quotes received and contractor appointed
- Planning Application pending
- Holmgate Tenants & Residents Group advised on funding sources

Parish Clerk further reported that Holmgate Tenants & Residents Group have now appointed their own Solicitor and the Rykneld Homes Community Development Team will be offering support and advice to Holmgate Tenants & Residents Group.

Further to minute no **490/07** regarding Angel Estate Notice Board. Parish Clerk reported that a funding application has been submitted to Derbyshire Community Foundation - other possible funding from DCC Councillor Community Chest and Clay Cross Community Partnership. A quotation to supply and install a Notice Board has been received from Malcolm Lane. Sarah Whattam will continue to support Angel Estate Neighbourhood Watch through its final stages. ***Resolved That: the draft agreement (circulated) between Clay Cross Parish Council and Angel Estate Neighbourhood Watch, confirming the arrangements for the Angel Estate Notice Board, be approved and accepted.***

Further to minute no **545/08** regarding St Barnabas Centre. Parish Clerk reported that a copy of the Exit Strategy and Handover Notes accepted by the Management Committee have been received from Sarah Whattam.

### **594/08 Reports from Representatives on Outside Bodies**

Councillor P Riggott gave a report on Holmgate Community Centre. The Committee have re-grouped and are now working together to improve this venue – a substantial amount from the 'super output' initiative will be made available to help with these improvements.

### **595/08 Report from Parish Footpath Inspectors**

Councillor D Skinner stated that there were no specific items to report at this meeting but a full report will be brought to next months meeting including the possibility of being able join Clay Cross onto the 'Five Pits' trial.

### **596/08 Declaration of Interest**

Councillor K G Savidge and Councillor B 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's Planning Committee.

### **597/08 Planning Matters**

Councillor K G Savidge 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's Planning Committee.

Conditional Permission of Planning Application 08/00368/FL Retention of haystore (open timber frame) and 2 no. security floodlights (contrary to condition 2 of NED/06/00360/FL) at Wynds Point, Stretton Road, Clay Cross for Mr A Saint. **The Parish Council note this conditional permission of planning application.**

Conditional Permission of Planning Application 08/00399/FL Amendment to Block 1 approved under 07/00894/FL for the construction of a hybrid mixed use unit potential B1 B2 and B8 use classes at Plot K Coney Green Road, Clay Cross for Coney Green Developments. **The Parish Council note this conditional permission of planning application.**

Conditional Permission of Planning Application 08/00385/FL Erection of conservatory at 148 Ashover Road, Old Tupton for Mr Julian Fisher. **The Parish Council note this conditional permission of planning application.**

Conditional Permission of Planning Application 08/00440/FL Conversion of existing public house with living accommodation to 3 terraced houses with associated alterations provision of parking and construction of 3 garages at Royal Oak, 95-97 Clay Lane, Clay Cross for Green Tree Investments Property Ltd. **The Parish Council note this conditional permission of planning application with disappointment - it was reported that only Clay**

**Cross Parish Council made representation regarding the loss of this social amenity.**

Conditional Permission of Planning Application 08/00428/FL Change of flat roof to a pitched roof using lightweight structure at D S Smith Packaging, Pilsley Road, Danesmoor for Mr Mark Rust. **The Parish Council note this conditional permission of planning application.**

**598/08 Street Scene Matters**

1. Councillor P Riggott reported that following request from Stephenson's Unit, 125c Market Street to repair fencing around boundary of this Unit and allotment site on Tranmere Avenue, Clay Cross a site visit was held on the 10 June 2008 which Councillor M Holmes, Vice Chair also attended. It was felt that this meeting has opened dialogue between the Stephenson's Unit and the Parish Council, and it was agreed that the existing fencing is adequate
2. Councillor P Riggott reported that Five Star Pizza, 59 Market Street and at least one other take-away in the town centre have applying to extended their opening hours, one as late as 3am. Whilst it was acknowledged that these business owners need to make a living, concern was raised that these late opening hours may lead to public nuisance and public safety problems.

**Work In Progress**

Further to minute no **473/07** regarding District Council owned land at Valley Road, Holmgate (opposite Nisa store). **It was agreed that the Street Scene Working Group discuss the 'brief' handed out at their next meeting and that representative from Rykneld Homes and the District Council be invited to attend the meeting.**

Further to minute no **582/08** regarding the Parish Council owned allotment site at North Street, Holmgate. **It was agreed that letters are sent out to Tenants to request that they use this site to its intended purpose or terminate their Tenancy.**

Further to minute no **586/08** regarding the injury/incident claim at Public Conveniences, Market Street. Councillor P Riggott reported that this matter is being dealt with through our Insurers and that a letter has been received from Zurich Municipal confirming their interest in this matter.

**599/08 Creative Kid's Design a Christmas Light Competition 2008**

Parish Clerk reported that following the decision made at the Parish Council meeting held 18 December 2007 to run the competition again this year,

participation packs have been sent out to all four Parish Schools and the closing date for entries is Friday 11 July 2008. **Resolved That:**

1. *Clay Cross Junior School winner is judged on Friday 18 July 2008 at 9.30am; judges Councillor Mrs A Bradley and Councillor P Riggott*
2. *Clay Cross Infant & Nursery School winner is judged on Tuesday 15 July 2008 at 3.30pm; judges Councillor A Jackson, Councillor G Morley and Councillor D Skinner*
3. *Danesmoor Infant School winner is judged on Friday 18 July 2008 at 3.30pm; judges Councillor Mrs K M Holmes, Councillor M Holmes and Councillor B Wright*
4. *Holmgate Primary School winner is judged on Friday 18 July 2008 at 3.30pm; judges Councillor J M Holmes, Councillor E Mansbridge and Dawn Kershaw*
5. *winner and participants in the competition to be presented with Certificates by Councillor G Morley, Chair and Councillor M Holmes, Vice Chair*
6. *Parish Clerk to given delegated authority to purchase prizes for the four winners to the total value of £100*

#### **600/08 Cemetery Matters**

**Resolved That:** *the request from our Cemetery Superintendent to plant leylandii trees around the boundary fence of the Cemetery Lodge is refused. As there is limited space around the Lodge, the leylandii species are the worst culprits regarding speed of growth and shape. It is also the opinion of the Parish Council that leylandii trees are not in keeping with the remainder of the Cemetery.*

#### **Work In Progress**

Further to minute no **107/04** regarding the Weeping Lady Statue. Parish Clerk reported that Sarah Whattam will continue to provide support with the funding application to the Heritage Lottery Fund and that quotes have been sought for various parts of the project.

Further to minute no **479/07** regarding the sale of four decommissioned lawn mowers. Parish Clerk opened two sealed bids that have been received. **Resolved That:** *Mr B Harhat and Simon Bibby are offered the lawn mowers for sale at £15 each.*

Further to minute no **553/08** regarding a path to accommodate memorial seating at Clay Cross Cemetery. ***Resolved That: Graham Wright proceed with the construction of a 18m x 1.5m path at a cost of £965 plus vat.***

Further to minute no **583/08** regarding cutting times. Councillor G Morley, Chair of the Cemetery Working Group reported that following recent vibration testing, the District Council have confirmed that the hedge cutter and hand held blower being used by our employees do vibrate at a much higher level than equipment available to their employees. The following quotations have been sought for a replacement hedge cutter and a back pack blower:

	<u>Oswald</u>	<u>Belmont</u>	<u>Mitchells/NEDDC</u>
Stihl HS86 R Hedge Cutter:	£380 plus vat	£300 plus vat	£266 plus vat
Stihl BR600 Back Pack Blower:	£430 plus vat	£340 plus vat	£279 plus vat

***Resolved That: a hedge cutter and back pack blower are purchased from Mitchells/North East Derbyshire District Council at a total cost of £545 plus vat.***

### **601/08 Social Centre Matters**

The request from North Derbyshire New Life Church to hold meetings in the Social Centre every Sunday was debated a length. **It was agreed that the Parish Clerk write to confirm the cost for the hire of the hall and explain that the times they require the hall could not be guaranteed.**

### **Work In Progress**

Further to minute no **515/07** regarding new stage curtains for Clay Cross Social Centre. Parish Clerk reported that Pat Hall t/a Halls Soft Furnishings visited the Social Centre on 10 June 2008 and left some curtain samples for perusal; a revised quotation of £1,470 no vat has also been received. ***Resolved That: following a vote of 4 in favour and 2 against, Halls Soft Furnishings make up and install new stage curtains at a cost of £1,470 no vat.***

### **602/08 Finance Matters**

In the absence of Councillor J M Holmes, Chair of the Finance Sub-Committee, Parish Clerk gave a resume of details discussed at meeting held 18 June 2008. ***Resolved That:***

- 1. the monthly statement for the month of May (circulated) be accepted and signed by the Councillor G Morley, Chair***



2. *the expenditure and income against budget report for the month of May (circulated) be accepted and signed by Councillor G Morley, Chair*

3. *the under mentioned payments be authorised:*

<i>CXPC Staff Wages (Tax Wks 9-11/Tax Mth 3)</i>	<i>£4,577.33</i>
<i>Post Office Ltd (Inland Revenue NI &amp; Tax for May)</i>	<i>£1,514.56</i>
<i>DCC Superann (Pension Contributions for May)</i>	<i>£887.48</i>
<i>Bilton Hammond LLP Solicitor (Professional fees re Bevan Road)</i>	<i>£763.75</i>
<i>I Wright (Dance's for June)</i>	<i>£140.00</i>
<i>TV Licence Refunds (15 @ £22)</i>	<i>£330.00</i>
<i>Social Centre Damage Bond and Cancelled Booking Refund</i>	<i>£155.00</i>
<i>Spendloves Butchers (L/Club Supplies)</i>	<i>£109.68</i>
<i>Hicks Cash &amp; Carry (L/Club Supplies)</i>	<i>£172.21</i>
<i>NEDDC (June Social Centre Rates)</i>	<i>£959.00</i>
<i>NEDDC (June Public Conveniences Rates)</i>	<i>£155.00</i>
<i>NEDDC (June Cemetery Rates)</i>	<i>£105.00</i>
<i>Stourton Service Station (Petrol for Cemetery Mowers/Strimmers)</i>	<i>£108.52</i>
<i>Designs Direct (Cleaning Materials for Social Centre)</i>	<i>£201.67</i>
<i>Npower (Gas for Social Centre)</i>	<i>£214.12</i>
<i>A C Osborne (Fee to buy back pre-purchased burial plot)</i>	<i>£190.00</i>
<i>Johnston Publishing (Social Centre and Dance advertisements)</i>	<i>£90.33</i>
<i>Strawberry Basket (L/Club Supplies)</i>	<i>£92.89</i>
<i>Tiscali Billing (Broadband Fee)</i>	<i>£15.99</i>
<i>Co-op Bank (Charges)</i>	<i>£2.00</i>
<b>Total:</b>	<b>£10,764.53</b>

4. *to note the following income:*

<i>Clay Cross Cemetery Income inc Cemetery Lodge Rent</i>	<i>£1,302.12</i>
<i>Clay Cross Angling Association (Fishing Pond Rent for 2008/09)</i>	<i>£470.00</i>
<i>Clay Cross Social Centre Hire</i>	<i>£206.00</i>
<i>Market Rent 31.5.08, 7.6.08, 14.6.08</i>	<i>£274.75</i>
<i>Bingo 21.5.08, 28.5.08, 2.6.08, 4.6.08, 9.6.08, 11.6.08, 16.6.08</i>	<i>£517.92</i>
<i>Dance 22.5.08, 29.5.08, 5.6.08</i>	<i>£186.50</i>
<i>Lunch Club 20.5.08, 3.6.08, 10.6.08</i>	<i>£588.00</i>

*Co-op Bank (Interest)*

*£2.03*

*Total:*

*£3,547.34*

**Work In Progress**

Parish Clerk reported that there was no Work In Progress.

**603/08 Clerk's Report**

1. Sam Ellis, Youth Officer in the Office of Natascha Engel MP: Youth Forums
2. Clay Cross Community Police Consultative Group: Agenda and Minutes for Monday 21 July 2008 meeting

**Resolved That: *the Clerk's Report is noted.***

**604/08 Date of Next Meeting**

**Resolved That: *the next Parish Council meeting will be held in the Parish Council office on Tuesday 22 July 2008.***