

CLAY CROSS PARISH COUNCIL

Minutes of Clay Cross Parish Council meeting held in the Clay Cross Parish Council office on Tuesday 25 October 2016 at 7.00pm.

Present: Councillor G Morley Chair
Councillor M Holmes Vice Chair

Councillor E Mansbridge	Councillor F Rodgers
Councillor Mrs T Reader	Councillor D Skinner
Councillor A Reader	Councillor B Wright

Also Present: Dawn Kershaw, Parish Clerk
Sarah Morris, Derbyshire County Council
Allison Westray-Chapman, North East Derbyshire District Council
Three Members of the Public

Public Participation

Three members of the public present. Two members of the public present regarding the removal of the seat on Brassington Street. Councillor Wright explained that the Parish Council has removed the seat following reports from the Safer Neighbourhood Team regarding anti-social behaviour, fly tipping etc. One member of the public present regarding fracking. At this point, Councillor Wright declared an interest due to his role as Vice Chair of the Derbyshire County Council Planning Committee. Councillor Mansbridge reported that the Parish Council have had no information regarding testing in the area and have not yet debated/discussed this issue.

Police Consultation

There were no Clay Cross Safer Neighbourhood Team officers present.

County Council/District Council Matters

At this point, Councillor Morley welcomed Sarah Morris and Allison Westray-Chapman to the meeting to discuss the County Council and District Council working together to prepare a bid to an initiative called One Public Estate, which provides funding for innovative projects through the use of public sector land. Allison confirmed that the intention was to put forward Clay Cross town centre, as previously outlined in the Clay Cross 2025 Regeneration Action Plan and focused on the former school site. Obviously this will need to include Parish land and maybe Clay Cross Social Centre so, before any bid is submitted the full support of the Parish Council needs to be secured. Sarah reported that the initial funding bid will be for an appraisal/feasibility study which will need to be submitted by the 28 October 2016 followed by a further funding bid to be put forward next Spring. *Councillor Morley stated that this item would be discussed later in the meeting Agenda when a decision to support the initiative would be made and the Parish Clerk would advise accordingly. Sarah and Allison were thanked for the attendance and left the meeting.*

PART I – PUBLIC BUSINESS

Members were reminded to declare an interest as appropriate.

1657/16 Apologies for Absence

Parish Clerk reported that Apologies for Absence had been received from Councillor Ms Rouse.

1658/16 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.**

1659/16 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 on the 27 September 2016 be approved as a correct record.**

Work In Progress

Parish Clerk reported that there was no Work In Progress.

1660/16 Reports from Representatives on Outside Bodies

There were no Reports from Representatives on Outside Bodies.

1661/16 Planning & Environmental Matters

To receive the Minutes of the Planning & Environmental Working Group meeting held on the 12 October 2016 and to receive recommendations for resolution. At this point, Councillor Mansbridge declared an interest due to his personal interest in Elite Projects Property Solutions. **Resolved That:**

- 1. following a vote of 5 in favour and 1 against, the Parish Council support the One Public Estate project and the initial funding bid for an appraisal/feasibility study***
- 2. permission is given to Laing O'Rourke Infrastructure to use Parish Council owned verged area on Riber Crescent, Old Tupton for storage of spoil during their works in the area on behalf of Severn Trent Water on the proviso that:***
 - a) the capacity must not exceed 20 tonnes at any one time***
 - b) lorry/dumper movements are kept to a minimum and excess mud to be cleaned off the highway***

c) Parish Council land to be reinstated to the condition prior to its use and that noise is kept to a minimum

3. the Minutes of the Planning & Environmental Working Group meeting held on the 13 September 2016 be received

Work in Progress

Parish Clerk reported that there was no Work In Progress.

1662/16 Street Scene Matters

To receive the Minutes of the Street Scene Working Group meeting held on the 5 October 2016 and to receive recommendations for resolution.

Resolved That:

- 1. a letter is sent to the residents/homeowners of Brassington Street for their comments before possible reinstatement of the seat***
- 2. the Minutes of the Street Scene Working Group meeting held on the 5 October 2016 be received***

Work In Progress

Parish Clerk reported that there was no Work In Progress.

1663/16 Cemetery Matters

To receive the Minutes of the Cemetery Working Group meeting held on the 7 October 2016 and to receive recommendations for resolution.

Resolved That:

- 1. the length of the graves being used in the top right hand side of the Cemetery are increased by an extra 300mm (1 foot) to provide stability to avoid potential collapse***
- 2. the Minutes of the Cemetery Working Group meeting held on the 7 October 2016 be received***

Work In Progress

Parish Clerk reported that there was no Work in Progress.

1664/16 Social Centre & Events Matters

To receive the minutes of the Social Centre & Events Working Group meeting held on the 3 October 2016 and to receive recommendations for resolution. At this point, Councillor Mansbridge declared an interest due to his personal interest in Elite Projects Property Solutions. **Resolved That:**

1. **Elite Projects Property Solutions carry out work to replace the Social Centre cellar door and make good block work around door fitting etc at a cost of £625 no vat on the proviso that a minimum donation of £100 is made to the Parish Council preferred charity**
2. **Minutes of the Social Centre & Events Working Group meeting held on the 3 October 2016 be received**

Work in Progress

Parish Clerk reported that there was no Work in Progress.

1665/16 Finance Matters

To receive the report and recommendations for resolution from the Finance Sub-Committee meeting held on the 19 October 2016. **Resolved That:**

1. **the report of Finance Sub-Committee meeting held on the 19 October 2016 be received**
2. **the monthly statement for September 2016 be accepted**
3. **the expenditure and income against budget report for September 2016 is accepted**

4. the following Accounts for Payment are approved:	
PARISH COUNCIL STAFF WAGES (TAX MTH 7)	£4,267.42
PARISH TV LICENCE REFUNDS (37 @ £25)	£925.00
POST OFFICE LTD (NI & TAX FOR SEPTEMBER 2016)	£595.60
DERBYSHIRE COUNTY COUNCIL (PENSION FOR SEPTEMBER 2016)	£413.97
PAULINE STRINGFELLOW (DANCES FOR OCTOBER 2016)	£140.00
D HIGGINBOTTOM (PARISH BUS SHELTER & WINDOW CLEANER)	£176.00
KONICA MINOLTA (COST OF PHOTOCOPIES: 17.5.16 TO 16.8.16)	£106.21
BOOKER CASH & CARRY (SEPTEMBER LUNCH CLUB & REFRESHMENT SUPPLIES)	£342.27
STRAWBERRY BASKET (SEPTEMBER LUNCH CLUB SUPPLIES)	£50.00
CROFT FARM MEATS (SEPTEMBER LUNCH CLUB SUPPLIES)	£169.22
CHESTERFIELD GAS CO/AGARS (SEPTEMBER BAR SUPPLIES)	£1,244.57
NATHAN WINTER (FEE FOR ORGANISING/EDITING SUMMER CXPC UPDATE MAGAZINE)	£650.00
NEDDC (MANAGEMENT/MAINTENANCE OF CEMETERY: 1.7.16 TO 30.9.16)	£10,116.94
NEDDC (ANCILLARY PARISH STREET CLEANING: 1.7.16 TO 30.9.16)	£6,972.48
ELITE PROJECTS PROPERTY SOLUTIONS (WORK AT CEMETERY CHAPEL)	£1,148.00
JOHNSTONE PUBLISHING (ADMINISTRATIVE ASSISTANT VACANCY ADVERT)	£430.74

NEDDC (SOCIAL CENTRE WASTE COLLECTIONS: 1.10.16 TO 31.3.17)	£460.20
SWALEC (SOCIAL CENTRE ELECTRICITY: 21.5.16 TO 20.8.16)	£799.94
SOCIAL CENTRE DAMAGE BOND REFUNDS (2 @ £50)	£100.00
CLAY CROSS DO-IT-YOURSELF (SOCIAL CENTRE MAINTENANCE)	£73.71
E.ON (HILL STREET LIGHTING: 1.7.16 TO 30.9.16)	£9.58
CO-OP BANK CHARGES	£32.00
TOTAL:	£29,223.85
5. the following Income is noted:	
CLAY CROSS SOCIAL CENTRE HIRE	£340.00
SOCIAL CENTRE BAR TAKINGS: 29.9.16, 6.10.16, 8.10.16, 13.10.16	£989.30
TUESDAY LUNCH CLUB: 4.10.16, 11.10.16, 18.10.16	£417.00
WEDNESDAY BINGO: 28.9.16, 5.10.16, 12.10.16	£125.60
THURSDAY DANCE: 29.9.16, 6.10.16, 13.10.16	£261.50
PARISH ALLOTMENT RENTS	£45.00
CEMETERY LODGE RENT	£75.38
SALE OF REFRESHMENTS: 27.9.16, 3.10.16, 4.10.16, 8.10.16, 10.10.16, 11.10.16, 17.10.16	£21.95
WESTERN POWER DISTRIBUTION (WAYLEAVE PAYMENT FOR YEAR)	£5.75
TOTAL:	£2,281.48

Work in Progress

Further to minute no **1076/11** regarding the Parish Council investment in the Chesterfield & North East Derbyshire Credit Union (CNEDCU). Parish Clerk reported that the CNEDCU Manager, Karen Peck attended the Finance Sub-Committee meeting held on 19 October 2016. Karen firstly gave a report on the CNEDCU in general and then reported on the Parish Council investment (circulated).

Further to minute no **1625/16** regarding the Audit for the year ended 31.3.16. Parish Clerk reported that Grant Thornton LLP have completed the Annual Return for the year ended 31.3.16. 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 matter have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. Other matters not affecting their opinion which they draw to the attention of the Parish Council:

Order of signing the Annual governance statement (Section 1) and the Accounting statements (Section 2): the Parish Council has considered, approved and signed the Annual Governance Statement (Section 1) and the Accounting Statements (Section 2) on the same day and under the same minute reference. The Accounts and Audit Regulations 2015 stipulate that the Annual Governance Statement must be considered, approved and signed before the Accounting statements at Section 2 by resolution of members of the authority meeting as a whole. In future, the Parish Council should ensure that the minute references

clearly demonstrate that the Annual Governance Statement was considered, approved and signed before the Accounting statement.

Accounting for Fixed Assets: Box 9 of Section 2 for the Annual Return, the Accounting Statements, includes fixed assets valued at insurance value and the Parish Council has confirmed that the value in 2015/16 has been increased, due to an uplift in insurance replacement value, from £2,444,348 to £2,521,073. Local Council's are required to account for fixed assets at purchase cost. If this is not known a proxy cost of insurance value can be substituted. Where insurance value has been used as a proxy, it should not be adjusted for annual changes. The Council should restate the 2016 figures on next year's Annual Return to £2,444,348 and write "restated" beneath the £ sign on the 2016 column. Guidance on accounting for fixed assets is available in the NALC/SLCC publication "Governance and Accountability for Local Councils – A Practitioners Guide (England)" paragraphs 3.66 to 3.77. The Practitioners Guide has been updated in 2016 and new guidance on accounting for fixed assets will apply in 2016/17. The Council should review this guidance when completing the 2016/17 annual return and ensure that it classifies its assets appropriately and the correct value of assets is included in Box 9. **It was agreed that the Parish Clerk purchase a revised copy of The Practitioners Guide in readiness of 2016/17 year end.**

Further to minute no **1654/16** regarding donations to local groups/organisations for the year 2016/17. Parish Clerk reported that contact had been made with two organisations advising them that no donation will be made to them this year and an email has been received from Church On The Bus, thanking the Parish Council for its support in past years. However, Andrew Fellows of Clay Cross Foodbank had requested feedback and questioned if they were doing something or not doing something that will improve their case for next year **It was noted that a response prepared by Councillor D Skinner had been sent by the Parish Clerk to Andrew Fellows.**

1666/16 Items for Decision & Information

Parish Clerk reported that there were no Items for Decision & Information.

1667/16 Date of Next Meeting

Resolved That: the next Parish Council meeting will be held in the Parish Council office on Tuesday 22 November 2016.